

LIBRARY  
OF THE  
UNIVERSITY  
OF ILLINOIS

A352.0773

H62i

no.69

cop.4

R

ILLINOIS HISTORY SURVEY  
LIBRARY











# INVENTORY of the <sup>97.</sup> COUNTY ARCHIVES of ILLINOIS



## MORGAN COUNTY

[JACKSONVILLE No.69]

THE HISTORICAL RECORDS SURVEY  
CHICAGO ILLINOIS



INVENTORY OF THE COUNTY ARCHIVES  
OF ILLINOIS

Prepared by

The Historical Records Survey  
Division of Professional and Service Projects  
Works Progress Administration

No. 69. MORGAN COUNTY (JACKSONVILLE)

\* \* \* \* \*

Chicago, Illinois  
The Historical Records Survey  
June 1939

## The Historical Records Survey

Luther H. Evans, National Director  
Royal S. Van de Woestyne, State Director

## Division of Professional and Service Projects

Florence Kerr, Assistant Administrator  
Alma B. Kerr, Chief Regional Supervisor  
Mary Gillette Moon, State Director

## WORKS PROGRESS ADMINISTRATION

F. C. Harrington, Administrator  
Bruce Uthus, Regional Director  
Charles E. Miner, State Administrator

## FOREWORD

The Inventory of County Archives of Illinois is one of a number of bibliographies of historical material prepared throughout the United States by workers on the Historical Records Survey of the Works Progress Administration. The publication herewith presented, an inventory of the archives of Morgan County, is number 69 of the Illinois series.

The Historical Records Survey was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by the officials of the county, and also the needs of lawyers, business men and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalog for printed sources.

The inventories produced by The Historical Records Survey attempt to do more than give merely a list of records - they attempt further to sketch in the historical background of the county or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and other local inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as a bibliography of local archives.

The successful conclusion of the work of The Historical Records Survey, even in a single county, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey was organized and has been directed by Luther H. Evans, and operates as a nation-wide project in the Division of Professional and Service Projects, of which Florence Kerr, Assistant Administrator, is in charge.

F. C. Harrington  
Administrator

177113.223 q Private Estate,





## PREFACE

The Historical Records Survey was initiated as a nation-wide undertaking in January 1936, as part of the Federal Writers' Project of the Works Progress Administration. In Illinois the Survey became an independent unit in August 1936, but continued to operate as a part of the nation-wide project under the technical supervision of Dr. Luther H. Evans, National Director, and under the administrative supervision of the Division of Professional and Service Projects. Alston G. Field and Howard E. Colgan were the first two state directors, the former serving until November 1, 1937, and the latter to May 16, 1939.

In compiling this Inventory of the Archives of Morgan County, the Survey has sought to locate, describe, and classify all extant county records and to make them more easily accessible to county officials, the general public, and research workers. It is believed that this Inventory will be useful in the preservation of this valuable material, and as a guide to the archives wherein may be found so much important information in the field of history, sociology, political science, and economics. While some historians have realized this for many years, the general public has never been made aware of the intrinsic worth of this material. In the official documents of Morgan County are found the materials of another chapter in the story of the coming into the Illinois wilderness of settlers who created a territory and the rudiments of a simple frontier government, bought and sold land, built roads, established schools, and later founded a state.

The Historical Records Survey has proved to be of considerable assistance to local and county governments in Illinois. Records have been rearranged and made more accessible, material believed to be lost has been located, indexing projects have been fostered, and county officials have been encouraged and induced to provide new equipment for their offices and better storage space for the records.

In addition, the program of the Survey has been planned to dovetail with the long range plans of the State of Illinois for the care of state and local archives. For example, the first step in the Illinois program, the removal of all state records to a new Archives Building, has been materially aided by the preparation of preliminary inventories by survey workers for the various state departments. Furthermore, the program of the State for the preservation of county records, including the making of microphotographic copies of all important historical documents, obviously presupposes inventories such as The Historical Records Survey is now making.

The inventories being compiled by The Historical Records Survey also make possible for the first time a scientific study of the whole question of record destruction. Under Illinois law no records may be destroyed without specific enabling legislation. This provision, together with the tremendous increase in the quantity of records in recent years, has made it impossible for either the state or the counties to take care of the documents adequately. Hence, a certain amount of record destruction has been inevitable. If, as



seems probable, a study of these inventories should lead to the enactment of adequate and sensible legislation governing the disposition of public records, these compilations may prove to be the most important contribution of the Survey.

Preliminary work on the Survey of records in Morgan County, the sixty-ninth county on the alphabetically arranged list of the one hundred and two counties in Illinois, was begun April 17, 1936 and finished as far as possible March 31, 1937. The initial inventory was taken by Winfred E. Marine and A. Ralph Cisne under the supervision of V. C. Karcher. Rechecking was started January 16, and completed July 15, 1938, under the supervision of Kenneth C. Blood. Abstracting and transcribing of county board records was started June 1, 1938 and completed January 1, 1939. This work was later supplemented by thorough research into the laws, as well as other county records, in order to trace fully the development of the county commissioners' form of government.

The inventory was prepared for publication by the state editorial staff of The Historical Records Survey at Chicago, under the supervision of Herbert R. Rifkind. Preparation of the part B of the inventory was under the supervision of Kathleen Summitt. Irving E. Barnett, assisted by Katherine D. Holmgren, supervised the preparation of the legal essays. The format of the Inventory was prepared and collated under the supervision of Edward J. McDonough. Typing, stencil cutting, and mimeographing were supervised by Dorothy V. Herold. In addition, too much credit cannot be given to the other members of the editorial, research, and typing staffs for their intelligent and diligent cooperation in the compilation of this Inventory.

All of the officers of Morgan County cooperated in every possible way with the workers, and grateful acknowledgment of their aid is hereby made. I also wish to express appreciation for the assistance rendered by the officers of the Illinois State Library, and by the officials of the Illinois Works Progress Administration, and the Federal Writers' Project. For the cover design we are indebted to the Federal Art Project, Chicago, Illinois.

The various units of the Inventory of County Archives of Illinois will be available for distribution to governmental offices, libraries, schools, and historical societies in Illinois, and libraries and governmental agencies in other states. Requests for information concerning particular units of the Inventory should be addressed to the State Director.

*Royal S. Van de Woestyne*  
Royal S. Van de Woestyne  
State Director  
The Historical Records Survey

June 30, 1939



## TABLE OF CONTENTS

Page

### A. Morgan County and Its Records System

1. Historical Sketch .....	4
Location and terrain. Early settlements.	
Organization of county government. First public	
buildings. Further development of county.	
Coming of the railroad. Growth of education.	
Public welfare.	
2. Governmental Organization and Records System .....	16
Introduction. General administration. Finances:	
taxation; fiscal control. Administration of justice:	
courts; clerks of courts; ministerial officers; pros-	
ecutions; inquests; enforcement of law. Education.	
Recordation. Public works: roads and bridges; public	
buildings; drainage. Public services: public health;	
vital statistics; public assistance. Coordination of	
functions. Records system.	
Chart .....	41
Roster of County Officers .....	42
3. Housing, Care, and Accessibility of the Records .....	53
Floor plans .....	59-62
4. Abbreviations, Symbols, Explanatory Notes .....	63, 64

### B. County Offices and Their Records

I. County Board .....	65
Proceedings of board. Disposition of accounts:	
registers of county orders; cancelled county orders;	
pension funds and applications; receipts and expendi-	
tures. Bills and claims. Management of county	
properties and roads: deeds and contracts; bond issues;	
insurance; road plats and petitions. Reports to board.	
Jury lists.	
II. County Clerk .....	75
Taxation: lists of taxable property, levies; collec-	
tions, abatement; judgment, sale, redemption, for-	
feiture. Vital statistics: births; deaths; marriages.	
Licenses and registers: registers of officers; profes-	
sional licenses and registers; military records;	
estrays, marks and brands. Elections. Bonds of county	
officers. Fees, receipts and expenditures. Miscel-	
laneous papers.	





Table of Contents

	Page
III. Recorder .....	90
Entry books. Instruments recorded: genoral; deeds; mortgages - real property; mortgages - chattel; certificates of levy, sale, and re- demption; other instruments. Maps and plats.	
IV. County Court .....	97
Proceedings of court. Dockets: court dockets; justices' dockets. Fee books. Reports to court. Bonds. Probation: mothers' pension. Jury records. Naturalization. Office trans- actions: receipts and expenditures; court business.	
V. Probate Court .....	112
Proceedings of court. Probate business: gen- eral administration papers; wills, bonds, and letters; inventories and appraisements; widows' relinquishment and selection; peti- tions, decrees, reports of sale; reports, current and final accounts; inheritance tax. Dockets: court proceedings. Fee books. Re- ceipts and expenditures.	
VI. Circuit Court .....	126
Proceedings of court: case papers; records. Transcripts. Dockets. Fee books. Reports to court. Jury records. Bonds. Probation: adult; juvenile. Naturalization.	
VII. Sheriff .....	141
Process. Jail records. Receipts and ex- penditures. Reports. Miscellaneous papers.	
VIII. Coroner .....	144
IX. State's Attorney .....	146
X. Assessor .....	148
XI. Board of Review .....	150
XII. Collector .....	152
Assessments. Collections, settlements. Delinquent tax, abatement.	
XIII. Troasurer .....	154
Receipts and disbursements: registers and cash book; county orders. Special accounts: school; trust; highway; dog licenses; pension; inheritance tax. Fees. Maps.	





Table of Contents

	Page
XIV. Superintendent of Schools.....	160
Accounts of school funds. Sale of school lands. School districts. Teachers' rec- ords. Pupil records. Reports. School treasurers' bonds. Miscellaneous papers.	
XV. Superintendent of Highways.....	166
XVI. Surveyor .....	168
XVII. Drainage Commissioners .....	169
XVIII. Department of Public Welfare .....	171
XIX. County Home .....	174
XX. County Nurse .....	175
XXI. Tuberculosis Sanitarium .....	177
Chronological Index .....	181
Subject Index .....	185



## 1. HISTORICAL SKETCH

### Location and Terrain

Morgan County, situated in the west central portion of Illinois, included at the time of its creation in 1823, the counties of Cass and Scott. The northern boundary, originally the Sangamon River, is now formed by the Cass County line; its eastern boundary by the Sangamon County line. On the south are Macoupin and Greene Counties. The Illinois River, originally the entire western boundary of the county, now separates Morgan from the two adjacent counties west of the river, Pike and Brown, only in the extreme northwestern portion; the greater part of the western boundary of Morgan is formed by the irregular line of Scott County. Morgan County lies in the fertile and beautiful region famous from pioneer days as the "Sangamon Country."

Along the Illinois River, the land for several miles back is low and once was a tangle of swamps subject to seasonal floods. The building of levees and the establishment of drainage systems have reduced the flood hazard and reclaimed a portion of the land for use. Meredosia Lake, fed by springs, empties into the river in the far northwestern corner of the county.

At the edge of the low lands a narrow line of wooded bluffs runs the entire length of the county. Although much of the once plentiful timber has disappeared, the ravines and steep slopes are still wooded with some of the native trees which furnished the early settlers with material for their homes and public buildings. Black, red, and white oak, soft and sugar maple, black and white walnut, ironwood, linden, and the beautiful redbud, as well as other species, grow here.

East of the bluffs, the rolling, fertile prairie stretches to the Sangamon line and beyond. To the south, the county becomes gradually more broken until, toward the southwestern corner of the county, it is picturesquely rough and hilly.

Numerous creeks, flowing toward the Illinois River, water the land. Willow Creek and Coon Run drain the northwestern portion of the county, and Indian Creek and its tributaries flow through the northern section. Mauvaisterre crosses almost the entire county; Walnut and Sandy Creeks are in the west; and Coal Creek and Apple Creek with their tributaries drain the southern section of the county. These streams, with the open water they provided for stock, the drainage for the land, and the timber that in places clothed their banks, made this region inviting for the pioneers and hence played an important part in the early settlement of the county.

### Early Settlements

Among the earliest white settlers in Morgan, were the families of Elisha and Seymour Kellogg who came from the east and settled at the head



of Mauvaisterre Creek in the late autumn of 1819.<sup>1</sup> About the same time, on October 12, 1819, the New York Emigration Society was organized for the purpose of finding desirable locations for prospective settlers. An exploring committee consisting of David Berdan, Isaac Fort Roe, and George Nixon were appointed to proceed to the states of Ohio, Indiana, and Illinois and, having selected the best location, to purchase land for the society's subscribers. While in Morgan County, the committee became impressed with a location they named Diamond Grove.<sup>2</sup> This site, about two miles southwest from Jacksonville and surrounded on all sides by prairie, comprised on eminence bearing about eight hundred acres in timber. Here Roe made his settlement early in 1820, while the rest of the committee started back for New York as planned.<sup>3</sup> In the spring of the same year more settlers arrived including Dr. George Cadwell, the first physician in the county and later prominent in its political affairs.<sup>4</sup> With the fame of the "Sangamon Country" spreading rapidly, settlers began to arrive in such increasing numbers that by 1830 the population within Morgan County was 13,281.<sup>5</sup>

#### Organization of County Government

Morgan County, named for General Daniel Morgan, a famous officer in the Revolutionary War, was created by a legislative act approved January 31, 1823.<sup>6</sup> Prior to its formation the area of Morgan County was, success-

- 
1. Historical Encyclopedia of Illinois (and History of Morgan County), ed. Newton Bateman, Paul Selby; Morgan County, ed. William F. Short (Chicago: Munsell Publishing Co., 1906), p. 645,646.
  2. History of Morgan County (Chicago: Donnelley, Loyd Co., 1875), p. 267-269. Historical Encyclopedia of Illinois, p. 646.
  3. History of Morgan County, p. 269.
  4. Historical Encyclopedia of Illinois, p. 646.
  5. J. M. Peck, A Guide for Emigrants Containing Sketches of Illinois, Missouri and the Adjacent Parts (Boston: Lincoln and Edmands, 1831), p. 300-302.
  6. L.1823, p. 109. "Beginning at the northwest corner of Greene County, thence east to the range line between seven and eight west of the third principal meridian, thence northerly along the middle of the prairie that divides the waters of the Sangamon from those of Apple Creek, Mauvaisterre and Indian Creeks, until it arrives to the middle of range eight, thence north to the middle of the main channel of the Sangamon River, thence down said channel to middle of the main channel of the Illinois River, thence down said last mentioned channel to the place of beginning . . ."





ively, in the counties of St. Clair, Madison, Sangamon, and Greene, and included a tract from which the counties of Scott and Cass later were formed. The act establishing Greene County approved January 20, 1821, attached the region which later became almost all of Morgan, part of Cass, and all of Scott and Macoupin to Greene ". . . for all purposes, until otherwise disposed of by the General Assembly . . ."<sup>1</sup>

The enabling act for Morgan specified that an election was to be held in the house of G. Swinerton to elect commissioners, a sheriff, and a coroner, and appointed Joseph Klein, John Clark, and Daniel Leile as judges of the election. It also appointed Samuel Bristow, John Clark, and Henry Fohmestock as commissioners to fix a temporary seat of justice, included the new county in the first judicial circuit, and provided that it should be a part of the senatorial and representative district with Greene County.<sup>2</sup>

For a temporary seat of justice, the commissioners selected a location about eight miles west of the present city of Jacksonville which was called "Olmstead's Mounds."<sup>3</sup> Three years later, on January 6, 1825, the legislature passed an act to locate a permanent seat of justice for Morgan County, appointing John Howard, Abraham Prickett, and John T. Lusk of Madison County as commissioners. The act required that a donation of twenty acres of land be made by the owners of the site chosen unless the site belonged to the Federal government, in which case it was to be acquired by purchase.<sup>4</sup> The commissioners decided on a tract owned by Thomas Arnett and Isaac Dial. The owners exceeded the requirement of the act by ceding forty acres to the county for the purpose of erecting public buildings.<sup>5</sup> The new county seat was named Jacksonville in honor of General Andrew Jackson.

On February 12, 1835, the boundary question between the counties of Sangamon and Morgan was settled;<sup>6</sup> on March 3, 1837, Cass County was taken from Morgan;<sup>7</sup> and on February 16, 1839, Scott County was formed from Morgan.<sup>8</sup> These were the major changes in the original boundaries. An attempt was made in 1843 to take parts of Morgan, Greene, and Macoupin counties and form a new county.<sup>9</sup> An act creating the new county and naming it Benton was approved by

- 
1. L.1821, p. 26,27.
  2. L.1823, p. 109.
  3. Historical Encyclopedia of Illinois, p. 626.
  4. L.1825, p. 57.
  5. History of Morgan County, p. 255.
  6. L.1835, p. 62.
  7. L.1837, p. 101.
  8. L.1839, p. 126.
  9. House Journal 1842-43, p. 320.





the legislature on March 4, 1843.<sup>1</sup> Within its proposed boundaries were included parts of the present townships of Waverly and Franklin, and all of Centerville, Nortonville, and Murrayville townships in Morgan County; from Greene, parts of Roodhouse, Teball, Wrights, and Rubicon townships, and all of Athensville; from Macoupin County, most of Barr and all of Scottsville townships.<sup>2</sup> However, due to vigorous protests on the part of citizens of Morgan County,<sup>3</sup> the county of Benton was never formed. The last change in the boundaries of Morgan took place in 1845 when a three mile strip, consisting of the northern tier of townships was attached to Cass County.<sup>4</sup> From that date on the boundaries of Morgan have remained unchanged until the present time.<sup>5</sup> The area of the county is 576 square miles.<sup>6</sup>

At the special election held for that purpose on March 17, 1823, Daniel Lieb, Peter Conover, and Samuel Bristow were chosen commissioners of the county commissioners' court, and William B. Green, sheriff. Subsequently,

- 
1. L.1843, p. 104.
  2. Ibid.
  3. House Journal 1844-45, p. 258. "Mr. Rawlings presented the petition of nine hundred and twenty-two voters of Morgan County, remonstrating against all divisions of said county, which, without reading, was, on his motion, referred to the Committee on Counties."
  4. L.1845, p. 313.
  5. Beginning at the northeast corner of section 4, township 16 north, range 8 west of the third principal meridian; thence south to the line between township 16 north, and township 15 north; thence east to the northeast corner of section 4, township 15 north, range 8 west; thence south on the line in the middle of the range to a stone set on the line; thence south, 17 degrees east, 11 miles, 24 chains, and 18 links; thence south, 3 degrees, and 30 minutes west,  $2\frac{1}{2}$  miles to the southeast corner of section 36, township 13 north, range 8 west; thence west to the southwest corner of section 35, township 13 north, range 11 west; thence north to the northwest corner of section 26, township 14 north, range 11 west; thence west to the southwest corner of section 21, township 14 north, range 11 west; thence north to the northwest corner of section 16, township 14 north, range 11 west; thence to the southwest corner of section 7, township 14 north, range 11 west; thence north to the northwest corner of section 18, township 15 north, range 11 west; thence west to the southwest corner of section 7, township 15 north, range 12 west; thence north to the northwest corner of section 6, township 15 north, range 12 west; thence west to the channel of the Illinois River; thence in a northerly direction up the channel of the said river to a point directly west of the township line between township 16 north and township 17 north; thence east on the said township line to the place of beginning.
  6. H. K. Allen, Costs and Services of Local Governments in Selected Illinois Counties, Bulletin No. 52 (Urbana: University of Illinois, 1936), p. 16.



Dennis Rockwell was appointed clerk of the court.<sup>1</sup> The first regular election for county officers was held in August, 1824, at which time Seymour Kellogg, Peter Conover, and Daniel Lieb were elected commissioners.<sup>2</sup>

The county commissioners' court continued as the administrative body for Illinois counties until 1849 when by legislative provision approved February 12,<sup>3</sup> it was replaced by an administrative county court consisting of the county judge and two associate justices; the electorate in all counties, however, had the option of choosing the township form of government in preference to the county court. Morgan County voted for the county court, and on December 4, 1849, James Berdan, county judge, and David L. Hodges and Sidney L. Duncan, associate justices, produced their commissions signed by Governor Augustus C. French and Secretary of State, H. S. Cooley.<sup>4</sup> The administrative county court in turn was superseded by the present board of county commissioners at an election held November 4, 1873.<sup>5</sup>

At the present time the county is divided into the following eighteen election precincts: Alexander, Arcadia, Centerville, Chapin, Concord, Franklin, Jacksonville, Literberry, Lynville, Markham, Meredosia, Murrayville, Nortonville, Pisgale, Prentice, Sinclair, Waverly, and Woodson.

Between 1850 and 1902, five attempts were made by groups of citizens to change to the township form of government. Petitions were presented to the county board to put the question to a vote in 1850,<sup>6</sup> 1860,<sup>7</sup> 1864,<sup>8</sup> 1868,<sup>9</sup> and 1902.<sup>10</sup> At each of these elections the proposal to change was defeated.

- 
1. Historical Encyclopedia of Illinois, p. 624,625.
  2. Ibid., p. 652.
  3. L.1849, p. 65,66.
  4. Records of Commissioners' Court, v. D, p. 295.
  5. For members of first board see Roster of County Officers, p. 43.
  6. Records of Commissioners' Court, v. D, p. 371.
  7. Ibid., v. F, p. 54.
  8. Ibid., p. 380.
  9. Ibid., v. G, p. 155.
  10. Ibid., v. M, p. 365.





First Public Buildings

The first courthouse in the county was a two-story frame structure 30 by 40 feet built in 1826 at a cost of about \$450,<sup>1</sup> and situated on the northwest part of the public square in Jacksonville. On the night of December 6, 1827 the courthouse with all the records except the deed record, was destroyed by fire;<sup>2</sup> the latter record was saved by Dennis Rockwell, the court clerk.<sup>3</sup>

A special term meeting of the county commissioners' court was called December 17, to consider what action should be taken in the emergency. Of the three commissioners, only James Deaton and Allen Q. Lindsey were present;<sup>4</sup> the third commissioner, James Gilham, was absent. At this meeting the court ordered its clerk, Dennis Rockwell to certify all county orders destroyed by the fire. The county treasurer also was ordered to pay to the clerk of the court, "out of the first money received by the treasury, fifty dollars for the purchase of new books and stationery." The sheriff was given additional time until the fourteenth of the following month to make his settlement with the court for the taxes assessed during the year 1827.<sup>5</sup> On March 6, 1828, the commissioners ordered the clerk to give notice that contracts for building a courthouse would be let on April 10, following. Detailed specifications were set forth for a brick building two stories high and 40 feet square. The woodwork was to be of seasoned walnut or oak, excepting the doors which were to be of black or white walnut or cherry. The first story was to have two doors and ten windows, and the second story ten windows.

At the meeting of March 22, 1828, the commissioners reconsidered their plan. "It being represented to the court, that the plan adopted at the last term of this court, for the building of a Courthouse for the County of Morgan, will not meet the views and expectations of the public, and that a better plan can be adopted without very materially changing the

- 
1. Historical Encyclopedia of Illinois, p. 627.
  2. Records of Commissioners' Court, v. A, p. 1.
  3. Historical Encyclopedia of Illinois, p. 627.
  4. Records of Commissioners' Court, v. A, p. 1.
  5. Ibid.
  6. Ibid., p. 14-16.



cost of the building. Upon consideration thereof, it is ordered by the court, that the order made, fixing a plan for building a courthouse, and the order for letting out the building aforesaid, be rescinded and set aside."<sup>1</sup>

The second set of specifications also failed to meet approval and on January 29, 1829, somewhat changed specifications were finally adopted. The building was to be 45 feet square and two stories high with each story 12 feet high. The walls were to be 18 inches thick for the first story, with a partition wall 9 inches thick for the second floor.<sup>2</sup>

To finance the erection of the courthouse and a jail also proposed at this time, the court, by authority of a legislative act, assessed a special tax of one percent for the year 1829 on the following property: on the value of all slaves and indentured or registered negro or mulatto servants; on pleasure carriages, distilleries and stock in trade; on all horses, mares, mules, asses, colts, and neat cattle; on watches and their appendages, and all other personal property except household furniture.<sup>3</sup> The total cost of the structure, according to scattered entries in the record, amounted to \$3,315.37 $\frac{1}{2}$ .<sup>4</sup> The contractors were Garrison W. Barry and Henry Buckley, David Casebier, William York, A. B. Dowitt, John Challen, and Donbar and Blankford.<sup>5</sup> The completed courthouse was accepted by the county commissioners on September 8, 1830.<sup>6</sup> This courthouse served the county for thirty-nine years, until 1869, when it was replaced by the third and present courthouse.<sup>7</sup>

The first jail in Morgan County was constructed on a lot north of the square and served until 1833. It was a sturdy structure of square timbers, with every wall of double thickness.<sup>8</sup> After the completion of the courthouse, the commissioners, on April 18, 1832, entered into a contract with Abram B. Dewitt to do the stone work, brick, and plastering work on the rebuilding of the jail in Jacksonville,<sup>9</sup> with Ebenezer I. Miller to do all the carpentering and joining work. The total expenditure agreed upon was \$3,108.<sup>10</sup> The new jail was completed in 1833<sup>11</sup> and served until 1864.<sup>12</sup>

- 
1. Records of Commissioners' Court, v. A, p. 18.
  2. Ibid., p. 43.
  3. Ibid., p. 62.
  4. Ibid., p. 66, 85, 139, 147, 217, 261.
  5. Ibid.
  6. Historical Encyclopedia of Illinois, p. 628.
  7. For description, see Housing, Care, and Accessibility of the Records, p. 53.
  8. Ibid., p. 255, 256, 260.
  9. Records of Commissioners' Court, v. A, p. 266.
  10. Ibid.
  11. Historical Encyclopedia of Illinois, p. 629.
  12. Records of Commissioners' Court, v. F, p. 358.





Up to the building of a county poorhouse, the poor were cared for at agreed rates by private persons under the administration of overseers appointed for each justice's district.<sup>1</sup> As early as 1835, the county commissioners began to plan for a more efficient system of caring for the indigents. On September 15 of that year a committee was appointed to "devise and report to court a system for better regulation, maintenance and support of the paupers of this county, and also to draft a plan for building for the object contemplated."<sup>2</sup> However, seven years elapsed before a contract to build a poorhouse was let to D. P. Metcalf for \$500;<sup>3</sup> Charles R. Wilson was appointed overseer of the poorhouse and instructed to "command and take charge" of the present paupers and those who may become paupers in the future and remove them to the poorhouse.<sup>4</sup> An addition to keep the insane was built in 1843.<sup>5</sup> On March 10, 1866 the county purchased from C. S. Golbra a tract of two hundred acres for the sum of \$12,500.<sup>6</sup> The present poor farm is situated four miles northwest of Jacksonville.

#### Further Development of County

Rapid progress was made in the early development of Morgan County. An interesting description of that development and of the existing facilities in the county for settlers, is contained in a description by a contemporary writer around 1831:

"Morgan County is destined to become one of the richest agricultural counties in the state . . . In 1821, the tract of country embraced within the limits of this county, contained only twenty families. Its population in 1830 was 13,281 . . . In this county are about thirty mills for sawing and grinding, carried by animal power, water and stoam. There are two large steam grist and saw mills, one at Naples, and the other at Beardstown . . . Forty-six schools, twenty-six stores, of which eleven are in Jacksonville, eighteen physicians, six attorneys, six coal banks opened, thirty-five blacksmiths, two coppersmiths, one tinner, thirty-one carpenters, fifteen cabinet makers, five wagon makers, one carriage maker, fifteen coopers, ten millwrights, ten tanneries, six saddlers, twenty shoemakers, twelve tailors, one cloth dresser, twenty brickmakers, twenty-nine bricklayers, six hatters and one college. Also a factory for making cotton yarn, which runs one hundred and twenty-six spindles."<sup>7</sup>

---

1. Records of Commissioners' Court, v. B, p. 33.

2. Ibid., p. 15.

3. Ibid., v. C, p. 209.

4. Ibid., p. 207, 250.

5. Ibid., p. 326.

6. County Court Record, v. F, p. 523.

7. J. M. Peck, A Guide for Emigrants Containing Sketches of Illinois, Missouri, and the Adjacent Parts (Boston: Lincoln and Edmands, 1831), p. 199, 300-302.



Tax collections increased from \$928.68 for the year 1828<sup>1</sup> to \$3,231.60 for 1834.<sup>2</sup> For 1850, the total tax assessment amounted to \$27,263.40.<sup>3</sup> In 1930, the total assessed valuation of property in Morgan County amounted to \$47,060,864. The tax levy for the same year was \$1,126,881.<sup>4</sup>

Taxes on ferrys were from \$2.00 to \$4.00 per year in 1828;<sup>5</sup> a license for a tavern, \$5.00.<sup>6</sup> The rates charged in taverns as well as by ferry operators were fixed by the court. In 1831, \$5.00 was charged for a general store license and \$12.50 for a permit to sell clocks.<sup>7</sup> On September 5, 1837, a license was issued to a new type of business man, the forerunner of the modern travelling salesman. ". . . January Dunlap & Company licensed to vend, sell and retail goods, wares and merchandise on the railroad route from Jacksonville to Mercedosia, one year, \$6.00."<sup>8</sup>

In 1828, the county commissioners established twenty-six road districts in the county, appointing one supervisor to each district.<sup>9</sup> By 1837 there were seventy-eight road districts. Usually, the male inhabitants of age within the districts were required to perform a certain number of days of road labor per year. But in 1831, an unusual method of assessing road labor was in use in Morgan County. The inhabitants were called on to perform one day of labor for every hundred dollars' worth of property they possessed; those owning less than fifty dollars of taxable property were exempt.<sup>10</sup>

#### Coming of the Railroad

Morgan County is distinguished by the fact that in 1837 it was the birthplace of the first steam driven railroad in the Mississippi Valley, the Northern Cross, running from Mercedosia to Jacksonville.

The Northern Cross railroad was the first manifestation of the historic Internal Improvement Act passed by the legislature in February, 1837<sup>11</sup> providing for the construction of a total of 1,341 miles of state

- 
1. Records of Commissioners' Court, v. A, p. 63.
  2. Ibid., p. 462.
  3. Ibid., v. D, p. 405.
  4. H. K. Allen, Costs and Services of Local Governments, p. 16.
  5. Records of Commissioners' Court, v. A, p. 22.
  6. Ibid., p. 1.
  7. Ibid., p. 208.
  8. Ibid., v. B, p. 204.
  9. Ibid., v. A, p. 1-14.
  10. Ibid., p. 196.
  11. L.1837, p. 134,135.





owned railroads throughout Illinois. The Northern Cross was to extend "from Quincy to the Indiana state line through Clayton, Mount Sterling, Meredosia, Jacksonville, Springfield, Decatur, Sydney and Danville."<sup>1</sup> In the spring of 1837, the ground was broken in Meredosia and construction started. On November 8, of the following year, the "Rogers," the first locomotive in Illinois, made a run a few miles out of Meredosia. "Regular train service between Meredosia and Morgan City, a distance of twelve miles, was inaugurated on July 8, 1839, but not without the strenuous opposition of the stage coach line which paralleled the route. The railway company announced that the train would include 'pleasure cars' for passengers as well as 'burden cars' for freight shipments. The train tried to make the 12-mile run, with stops, in two hours. At Morgan City a connection was made with the stage coach line to Jacksonville, and in advertising the service the company called attention to the fact that the entire 24-mile trip by rail and stage between Meredosia and Jacksonville was performed in daylight."<sup>2</sup>

The internal improvement plan which burdened the state with a disproportionate debt finally collapsed and one of the results was the auctioning off of the Northern Cross in 1847 to a company of private individuals for \$21,500.<sup>3</sup> The name of that railroad has undergone several changes; it is now a part of the Wabash system. Beside the Wabash, other railroad systems serving the county are the Chicago and Alton and the Chicago Burlington and Quincy, with a total railroad mileage of a little over 128 miles.

### Growth of Education

Morgan County early provided for the establishment of institutions of higher learning. Illinois College, the first in the county, was the inspiration of John M. Ellis, a missionary working in the western country. In 1828 he proceeded to secure subscriptions of cash, books, and materials for the furtherance of his school. Seven theological students from Yale University became interested and agreed to undertake the teaching in the new college and to preach in the surrounding country. They were Theron Baldwin, John F. Brooks, Mason Grosvenor, Elisha Jenny, William Kirby, Asa Turner, and Julian M. Sturtevant.<sup>5</sup> In 1835, acts were approved by the legislature incorporating the Illinois College as well as the Jacksonville Female Academy,<sup>6</sup> the first girl's seminary in the state, which also was started at about the same time by John M. Ellis and his wife. Illinois College was the first in the state to graduate a college class, Richard Yates, later the Civil War Governor of the state, receiving the first diploma in 1835. Newton Bateman, a graduate of the class of 1843,

- 
1. Carlton J. Corliss, Trails to Rails (Chicago: Compliments of the Illinois Central System, August, 1934), p. 17, 18.
  2. Ibid., p. 18.
  3. Ibid., p. 19.
  4. Sixteenth Annual Report of the Illinois Tax Commission, 'Assessment year 1934 (Printed by authority of the State of Illinois, 1937), p. 362.
  5. Illinois College Bulletin, Catalog Number March 1939 (Jacksonville), XXVII (series 1 No. 3), p. 10.
  6. L.1835, p. 177.



was later State Superintendent of Public Instruction, being especially noted for establishing the public school system. He also was president of Knox College, at Galesburg, 1875 to 1893, and the editor, together with Paul Selby, of a voluminous historical encyclopedia of Illinois and histories of many Illinois counties. William Jennings Bryan was a student of Illinois College in 1881. Edward Beecher, brother of Henry Ward Beecher and Harriet Beecher Stowe, was the school's first president. A Bostonian, his connections with the intellectual and cultural life of the east brought to the college such visitors as Emerson, Thoreau, and Bronson Alcott.<sup>1</sup> Illinois College later was merged with the Jacksonville Female Academy. Denominationally the college is associated with the Congregational and Presbyterian Churches.<sup>2</sup>

The Illinois Women's College was started in the basement of the Methodist Church building in Jacksonville in 1847.<sup>3</sup> Today, as the MacMurray College it is recognized as an outstanding college for women.

Common school education progressed as rapidly as higher learning. As early as 1836 the county commissioners, on recommendation of John T. Jones, school commissioner, took the unusual step, for the time, of ordering the appointment of a board of examiners to pass on the qualifications of candidates for school teaching positions.<sup>4</sup> In 1854 a school tax of \$3,953.77 was collected,<sup>5</sup> and in 1856, the school tax came to \$11,202.63. In addition, the court made a special appropriation for school purposes amounting to \$23,725.47.<sup>6</sup> The total school enrollment in 1934 was 6,550; school expenses for the same year were \$435,823.00. The value of school property in the county in 1934 was \$1,872,034.00.<sup>7</sup>

### Public Welfare

Three state institutions of public welfare are located in Morgan County. The Illinois Institution for the Education of the Deaf and Dumb was first opened in 1845 although the act forming it was passed by the legislature, and approved February 23, 1839.<sup>8</sup> Miss D. L. Dix of Morgan County did much to bring about authorization for the act establishing the Illinois Hospital for the Insane, approved March 1, 1847.<sup>9</sup> On January 13, 1849, the General Assembly passed "An Act to establish the

---

1. Illinois College Bulletin, p. 11.

2. Ibid., p. 12,13.

3. Historical Encyclopedia of Illinois, p. 704,705.

4. Records of Commissioners' Court, v. B, p. 70.

5. Ibid., v. E, p. 214.

6. Ibid., p. 361.

7. Information Pertaining to Farm, Home and Community, Farming Area 5a (Urbana: University of Illinois, mimeographed, 1936), p. 61.

8. Historical Encyclopedia of Illinois, p. 732.

9. Ibid., p. 734,735.





Illinois Institution for the Education of the Blind."<sup>1</sup> A private school for the blind was first started in Jacksonville in June, 1848 by Samuel Bacon, a graduate of the Ohio institution for the instruction of the blind. He was instrumental in bringing about the act establishing it as a state enterprise.<sup>2</sup> The object and duty of the institution as stated in the act was to ". . . qualify, as far as possible, that unfortunate class of persons for the enjoyment of the blessings of free government, obtaining the means of subsistence, and the discharge of those duties, social and political, devolving upon American citizens."<sup>3</sup> A permanent building was occupied in 1854, and after it was damaged by fire in 1869, was rebuilt in 1870.<sup>4</sup> All three institutions are located in and near Jacksonville.

Morgan County had a population in 1930 of 34,240, slightly less than the average county population in Illinois, exclusive of Cook County, of about 36,000.<sup>5</sup> More than one-half, 17,747, live in Jacksonville, which has grown steadily from the population of 2,745 shown by the earliest census of 1850. Jacksonville was incorporated as a town in 1840,<sup>6</sup> and in 1857 as a city divided into five wards.<sup>7</sup> Among Illinois cities, it occupies a position of respect as a center of culture and education, and as the site of several state benevolent institutions.

The rural farm population of Morgan County constitutes 30.5 percent of the total. The number of farms in the county in 1935 was 2,266, accounting for 92.5 percent of the land. The value per farm in 1930 was \$18,888; tenant farmers operated 57.6 percent of the land.<sup>8</sup> The principal crops are corn, wheat, and oats.

In 1934, Morgan County was divided into fourteen road districts, eighteen precincts, and eighteen assessment districts; a total of fifty administrative districts for the whole county.<sup>9</sup>

- 
1. L.1849, p. 39.
  2. Historical Encyclopedia of Illinois, p. 733,734.
  3. L.1849, p. 40
  4. Historical Encyclopedia of Illinois, p. 733,734.
  5. H.K. Allen, Costs and Services of Local Governments, p. 12.
  6. L.1839, p. 106; approved February 3, 1840.
  7. L.1857, p. 344.
  8. Information Pertaining to Farm, Home and Community, p. 2,3,51..
  9. H.K. Allen, op. cit., p. 16.



## 2. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

### Introduction

The county in Illinois is a corporate body<sup>1</sup> and an administrative unit of the state; its governmental organization is at all times largely an expression of this dual nature.

The growth of the county as a body politic is reflected, in each of the state's three constitutional periods, in a progressive expansion of the powers which may by law be exercised by the county board in the creation of new, and the extension of existing, county offices, and in the extension of the county's role as an agent of the state. Originally, the county performed but a single important function for the state, that of collecting its share of the taxes levied within the county. Since then, however, education, public health, registration of vital statistics, public assistance, and many similar if less important matters have entered the province of state control or supervision. To effect this control, new governmental units, subcounty districts of various types, have come into existence or have been converted to new purposes; the county, because of its intermediate position, has become more important as a medium of that control.

Thus the complete operation of county government in Illinois brings into play a number of partly distinct authorities. Their relationships, at any time, are complex. The changing governmental organization of Morgan County, therefore, is easiest traced from the viewpoint of the major functions of county government.

### General Administration

General administrative jurisdiction over county business has always been vested in the county board. Under the first constitution, for all counties, the county commissioners' court acted as the county board.<sup>2</sup> It was expressly declared to have no original or appellate jurisdiction in civil or criminal actions, but had all power necessary to the exercise of its jurisdiction in cases concerning the public affairs of the county collectively.<sup>3</sup> The commissioners were constitutional officers,<sup>4</sup>

---

1. R.L.1827, p. 107; R.S.1845, p. 130; R.S.1874, p. 306.

2. Constitution of 1818, Schedule, sec. 4; L.1819, p. 175, 176.

3. L.1819, p. 176.

4. Constitution of 1818, Schedule, sec. 4.



and elected;<sup>1</sup> the court existed solely by statutory provision.<sup>2</sup> Attached to it in a ministerial capacity was the independent statutory office of clerk of the county commissioners' court,<sup>3</sup> at first filled at the appointment of the court,<sup>4</sup> later by election.<sup>5</sup>

Under the second constitution, the newly created county court succeeded to the position of the county commissioners' court.<sup>6</sup> As an administrative body,<sup>7</sup> it was composed of the county judge, an elected constitutional officer,<sup>8</sup> and two justices of the peace, elected at large.<sup>9</sup> Another new office, that of clerk of the county court, was created to provide it with a ministerial officer; the clerk also was elected.<sup>10</sup>

The Constitution of 1848 also made provision for a township form of county government under which any county might organize whenever a majority of the voters of the county at any general election might favor such action.<sup>11</sup> An act of 1849 provided that the administrative body in such counties should consist of a board of supervisors composed of one supervisor elected from each town for a one-year term.<sup>12</sup> Subsequent legislation permitted townships meeting certain population requirements to elect additional supervisors to meet with the board for the transaction of county business.<sup>13</sup> As township organization was never adopted by Morgan County, the county court was the administrative body in that county during the second constitutional period.

- 
1. L.1819, p. 100; L.1821, p. 100; R.L.1837, p. 103,104.
  2. L.1819, p. 175.
  3. Ibid.
  4. Ibid.
  5. R.L.1837, p. 49; L.1845, p. 28.
  6. L.1849, p. 65.
  7. The county court was also a court of law. For its jurisdiction as such, see Administration of Justice, Courts, p. 21.
  8. Constitution of 1848, Art. V, sec. 17.
  9. Ibid., Art. V, sec. 19; L.1849, p. 65,66.
  10. Constitution of 1848, Art. V, sec. 19; L.1849, p. 63.
  11. Constitution of 1848, Art. VII, sec. 6.
  12. L.1849, p. 192,202.
  13. R.S.1874, p. 1080. Each township having four thousand or more inhabitants was entitled to one additional supervisor and one more for every two thousand five hundred inhabitants in excess of four thousand (ibid.).





In 1870, when a new constitution was adopted, another form of county board was provided for counties not electing township organization. This board was to be composed of three officers, styled commissioners, elected for three-year terms to transact all county business as provided by law.<sup>1</sup> Subsequent legislation granted to the board of county commissioners all powers and duties formerly exercised by the county court acting in its administrative capacity.<sup>2</sup> Since 1873, Morgan County has had a board of county commissioners, who administer the affairs and transact all business of the county.

Concurrent with the changing organization of the county board is an expansion of its functions without, however, considerable extension beyond the original jurisdiction conferred upon the county commissioners' court. The authority of that body extended to the imposition and regulation of taxes,<sup>3</sup> a limited but increasing management of county property,<sup>4</sup> and a growing fiscal control, stringent in regard to tax collection,<sup>5</sup> sporadic in its check on the expenditures of other county officers.<sup>6</sup> The court additionally had power to appoint judges of election,<sup>7</sup> select juries,<sup>8</sup> and, with limitations, to provide for the construction and maintenance of roads and bridges.<sup>9</sup> Poor relief<sup>10</sup> and a tentative supervision of education<sup>11</sup> also fell within its general administrative jurisdiction.

The effect of subsequent legislation, in the main, has only been to broaden that jurisdiction. The county board has been given full power to purchase, contract for, dispose of, and make regulations concerning all real and personal property of the county.<sup>12</sup> It is now required also to audit all claims against the county and the accounts of such officers as are not provided for by law.<sup>13</sup> Otherwise, the changes in form of the county board in Morgan County have not materially affected the general administrative jurisdiction of that body.<sup>14</sup>

- 
1. Constitution of 1870, Art. X, sec. 6.
  2. L.1873-74, p. 79.
  3. L.1819, p. 175.
  4. Ibid., p. 237,238; L.1842-43, p. 128.
  5. L.1819, p. 238,318; L.1823, p. 208; R.L.1827, p. 373,375; R.L.1829, p. 121; L.1842-43, p. 112; L.1845, p. 11,12.
  6. R.L.1827, p. 366; L.1831, p. 175.
  7. L.1819, p. 90.
  8. Ibid., p. 255; L.1823, p. 182.
  9. Either by calling on the able-bodied men of the county for labor, or by raising bond issues by subscription (L.1819, p. 333,334,336,337, 343; L.1821, p. 167; L.1825, p. 130-33).
  10. L.1819, p. 127; L.1839, p. 138,139.
  11. R.S.1845, p. 500,501.
  12. R.S.1874, p. 306.
  13. Ibid., p. 307.
  14. Cf. this running summary with R.S.1874, p. 306, and R.S.1937, p. 910-12.





## Finances

In Illinois counties, there has always been a close relationship between the taxation processes and fiscal control. Evidence of this circumstance, and of the county board's ultimate control in such matters, appears in a resume of the legal status and duties of the officers involved.

Taxation

The assessment function in taxation was delegated by the first General Assembly to the county treasurer, a statutory officer appointed by the county commissioners' court.<sup>1</sup> The administrative body, within statutory limits, fixed the amount of the levy, while the value of many categories of real and personal property was fixed by law; however, a limited discretion was left to the assessing officer.<sup>2</sup> In 1825 assessments were made by the county assessor, also an appointee of the county commissioners' court.<sup>3</sup> This duty reverted to the county treasurer in 1827<sup>4</sup> and continued to be vested in that office until 1839, when the General Assembly provided for the appointment by the county commissioners' court of district assessors, not to exceed one in every justice's district.<sup>5</sup> The assessment function reverted to the treasurer in 1844<sup>6</sup> and has been vested in that office ever since,<sup>7</sup> with the exception of one year, 1872, when the county assessor was appointed by the county board.<sup>8</sup> From 1844 to 1872 and from 1873 to the present, the treasurer has had the status of ex-officio county assessor.<sup>9</sup> Today, the principal duties of the assessor, taken together, are to bring up to date each year the periodic assessment of real property, to take current lists of, and appraise personal property and special categories of other property.<sup>10</sup>

- 
1. L.1819, p. 315.
  2. Ibid., p. 313,319; L.1825, p. 173; L.1839, p. 4-6; L.1840, p. 4; L.1845, p. 6.
  3. L.1825, p. 173.
  4. R.L.1827, p. 330.
  5. L.1839, p. 4.
  6. L.1843, p. 231.
  7. L.1873-74, p. 74; L.1881, p. 62; L.1898, p. 36; L.1923, p. 491.
  8. L.1871-72, p. 20.
  9. L.1843, p. 231; L.1873-74, p. 74; L.1881, p. 62; L.1898, p. 36; L.1923, p. 491.
  10. L.1853, p. 16,17; L.1855, p. 18,24,55; L.1871-72, p. 11,14,15,19,23; L.1873, p. 51; L.1879, p. 241-45; L.1881, p. 133; L.1885, p. 234; L.1895, p. 300,301; L.1905, p. 360; L.1915, p. 568; L.1923, p. 495, 500; L.1927, p. 774; L.1931-32, First Sp. Sess., p. 69.



The functions which today fall within the scope of the board of review were originally dispersed and attenuated. In the first constitutional period, it was left to interested individuals or parties to report property omitted from assessment; the county commissioners' court could hear appeals from assessments, but there was no provision for their equalization by districts.<sup>1</sup> In 1849 when the county commissioners' court was succeeded by the county court, appeals were made to the latter body.<sup>2</sup> In Morgan County the county court continued to exercise this jurisdiction until it was supplanted in 1873 by a board of three commissioners, in accordance with constitutional and statutory provisions.<sup>3</sup> An act of 1872 constituted the board of county commissioners a board of review with authority to assess omitted property, make alterations in the description of lands of nonresidents, review assessments upon complaint, and equalize valuations between towns.<sup>4</sup> The board of county commissioners has retained this jurisdiction ever since.

The collection function was originally performed in all counties by the sheriff, an elected constitutional officer.<sup>5</sup> Its nature has changed little since that time. Essentially, the collecting officer collects taxes according to information originating outside his jurisdiction, pays over such sums to authorities designated by statute to receive them, and reports on payments of taxes and delinquencies.<sup>6</sup> In 1839, by a development analogous to that which occurred with regard to assessments, the county board extended its control to appoint a regular county collector.<sup>7</sup> A few years later the sheriff again became ex-officio collector<sup>8</sup> and has continued to act in this capacity ever since.<sup>9</sup>

Coordination of the taxation processes has always been affected by the county clerk or his predecessors. The assessment books are made out by the clerk, and returned to him by the assessor; similarly, the collector reports on collections on delinquent property; finally, the treasurer's receipts to the collector for taxes paid come into his possession, and the centralization of records concerning the basic taxation procedure is completed.<sup>10</sup>

- 
1. L.1819, p. 316; R.L.1827, p. 330; L.1839, p. 7; L.1843, p. 239; L.1845, p. 8.
  2. L.1849, p. 65.
  3. Constitution of 1870, Art. X, sec. 6; L.1873-74, p. 79,80.
  4. L.1871-72, p. 24,25.
  5. Constitution of 1818, Art. III, sec. 11; L.1819, p. 316.
  6. L.1819, p. 316-18; L.1821, p. 182,183; R.L.1827, p. 332,333; R.L.1829, p. 118,121-23; L.1831, p. 125; R.L.1837, p. 581,582; L.1839, p. 7-12; L.1843, p. 243; L.1845, p. 11; L.1847, p. 81; L.1871-72, p. 55,57,58.
  7. L.1838-39, p. 7.
  8. L.1843, p. 234.
  9. L.1853, p. 99; L.1871-72, p. 35.
  10. L.1819, p. 317; R.L.1827, p. 373; R.L.1837, p. 582; L.1839, p. 8-12; L.1840, p. 3; L.1845, p. 9,11; L.1853, p. 66,77,111; L.1871-72, p. 32, 34,35,46,56-58; L.1873-74, p. 51; L.1911, p. 485; L.1917, p. 654; L.1919, p. 765; L.1931, p. 747.





Fiscal Control

The fiduciary function in county finances belongs to the county treasurer alone. The duties of the office have remained substantially the same since its creation; namely, to receive, principally from the collectors of taxes, the revenue of the county; to have custody of the funds; and to disburse funds only by specific authorization by law, or in accordance with the order of the county board.<sup>1</sup> Through this last requirement, and that of the treasurer to report periodically to the board on the transactions of his office, in addition to his regular settlement with it, the lines of financial authority once more lead to the county board.<sup>2</sup>

## Administration of Justice

Courts

Justice, in Illinois counties, has been administered by a constantly increasing number of bodies. The Constitution of 1818 vested the judicial powers of the state in a Supreme Court and such inferior courts as the General Assembly should ordain and establish, required the Supreme Court justices to hold circuit courts in the several counties; and provided for the appointment, in such manner and with such powers and duties as the General Assembly should direct, of a competent number of justices of the peace in each county.<sup>3</sup>

Federal statutes already allowed circuit courts, in all states, jurisdiction over the naturalization of aliens;<sup>4</sup> the first state legislature additionally conferred jurisdiction over all causes at common law and chancery, and over all cases of treason, felony, and other crimes and misdemeanors.<sup>5</sup> The legislature further required that two terms of a circuit court be held in each county annually by one of the Supreme Court justices,<sup>6</sup> but in 1824 provision was made for the holding of circuit courts by separate circuit court judges, to be appointed, as were the Supreme Court justices, by both branches of the General Assembly, and to hold office during good behavior.<sup>7</sup> In 1827 the General Assembly repealed the 1824 law, and again

---

1. L.1819, p. 315,316; R.S.1845, p. 138; L.1861, p. 239; R.S.1874, p. 323, 324.

2. L.1819, p. 318; R.L.1837, p. 582,583; L.1845, p. 33; R.S.1845, p. 138, 139; L.1861, p. 239,240; R.S.1874, p. 323,324.

3. Constitution of 1818, Art. IV, sec. 1,4,8.

4. U.S.S. at Large, v. 2, p. 153-55.

5. L.1819, p. 380.

6. Ibid., p. 378.

7. L.1824, p. 41. The Constitution of 1818, which had required that Supreme Court justices be appointed by the General Assembly, further provided that they should not, after the first session of the legislature subsequent to January 1, 1824, hold circuit courts unless required to by law (Art. IV, sec. 4).





provided for circuit courts to be held by Supreme Court justices.<sup>1</sup> At the next session of the legislature, when a new circuit was established, provision was made for the appointment of a circuit judge to act therein.<sup>2</sup> At that time, therefore, the circuit courts were held by Supreme Court justices in four judicial circuits and by a circuit judge in the fifth.<sup>3</sup> A change was made again in 1835, when power to hold circuit courts was taken away from the Supreme Court justices and provision was made for the appointment of five circuit judges, in addition to the one already authorized, to hold circuit courts.<sup>4</sup> The six judicial circuits existing at that time were supplemented during the next few years by the creation of new circuits,<sup>5</sup> so that they numbered nine in 1841 when the office of circuit judge was again abolished, and the Supreme Court justices, also increased to nine, were required to hold circuit courts.<sup>6</sup>

The authority of justices of the peace was limited by law to jurisdiction in specified civil cases and in misdemeanors, with appeals allowed from their judgments to the circuit court.<sup>7</sup> The power of appointment, the legislature at first reserved to itself;<sup>8</sup> in 1827, however, justices of the peace were required to be elected, two in each of such districts as should be determined within statutory limits by the county commissioners' court.<sup>9</sup>

Jurisdiction over probate matters was at the outset delegated to the county commissioners' court.<sup>10</sup> By act of the next General Assembly, it was transferred to the court of probate,<sup>11</sup> consisting in each county of one judge appointed by the General Assembly.<sup>12</sup> As a result of the substitution

- 
1. R.L.1827, p. 118,119.
  2. R.L.1829, p. 38.
  3. Ibid., p. 42,48.
  4. L.1835, p. 150.
  5. L.1837, p. 113; L.1838-39, p. 155.
  6. L.1841, p. 173.
  7. L.1819, p. 185,192,195.
  8. Ibid., p. 22.
  9. R.L.1827, p. 255,256. Since 1821, however, the county commissioners' court had been required to establish such districts, which also constituted general election precincts (L.1821, p. 74). For changes in the statutory limitations of this power of the court, see R.L.1827, p. 255, and R.L.1829, p. 93.
  10. L.1819, p. 223-33.
  11. L.1821, p. 121.
  12. Ibid., p. 119. The Constitution of 1818 (Art. IV, sec. 4) had also designated this manner of election for judges of all inferior courts.



in 1839 of probate justices of the peace for the judges of probato,<sup>1</sup> jurisdiction over probate matters for the first time was placed in the hands of elected officers.<sup>2</sup>

The county court was the creation of the second constitution,<sup>3</sup> which also made circuit judges elected officers.<sup>4</sup> With regard to the new court, it was further provided by law that it should be held in each county by a single elected officer, the county judge.<sup>5</sup> Its authority was extended to jurisdiction in all probate matters, and to such jurisdiction in civil and criminal cases as might be conferred by the General Assembly.<sup>6</sup> In pursuance of this latter provision, the county court was first given the same civil and criminal jurisdiction as justices of the peace;<sup>7</sup> at the same session of the General Assembly, however, it was declared that county judges when exercising this jurisdiction, acted only in the capacity of justices of the peace.<sup>8</sup> Until the next constitutional period, the county court, as such, was given jurisdiction only in a limited number of special actions;<sup>9</sup> it was, however, considered entitled to equal jurisdiction with the circuit court over naturalization.<sup>10</sup> In this same period, provision was made for increasing, on the basis of population, the number of justices of the peace to be elected in each district. In Morgan County, and others similarly organized, one additional justice of the peace is now elected for every one thousand inhabitants exceeding two thousand inhabitants in each election precinct.<sup>11</sup>

Provision was first made by the Constitution of 1870 for the establishment by the General Assembly of an independent probato court in each county having a population of more than fifty thousand inhabitants.<sup>12</sup> As first established by statute, the new courts were to be formed in counties of one hundred thousand or more inhabitants.<sup>13</sup> This population

- 
1. R.L.1837, p. 176,177.
  2. The Constitution of 1818 (Art. IV, sec. 8) had reserved to the General Assembly the right to prescribe the manner of appointment of justices of the peace.
  3. Constitution of 1848, Art. V, sec. 1,16.
  4. Ibid., Art. V, sec. 7,15.
  5. Ibid., Art. V, sec. 17.
  6. Ibid., Art. V, sec. 18.
  7. L.1849, p. 65.
  8. Ibid.
  9. Ibid., p. 65,66; L.1853, p. 103; L.1861, p. 171,172.
  10. U.S.S. at Large, v. 2, p. 155.
  11. L.1854, p. 30. No more than five justices, however, may be elected from any town or election precinct.
  12. Constitution of 1870, Art. VI, sec. 20.
  13. L.1877, p. 79,80.





requirement was lowered to seventy thousand in 1881.<sup>1</sup> The population of Morgan County never having reached this figure, jurisdiction over probate matters has continued to be vested in the county court in accordance with constitutional provision to that effect.<sup>2</sup>

The county court, early in this period, was given concurrent jurisdiction with the circuit court in appeals from justices of the peace;<sup>3</sup> its original jurisdiction was extended to be equal with that of the circuit court in all that class of cases cognizable by justices of the peace<sup>4</sup> and involving in controversy sums not exceeding \$500.<sup>5</sup> In 1906, however, it lost its naturalization jurisdiction since it failed to meet the additional requirements of Federal legislation that it possess jurisdiction at law without limitation upon amounts in controversy.<sup>6</sup> The present constitution, also, for the first time, directed the manner in which the General Assembly should establish judicial circuits, requiring that circuits be formed of contiguous counties and that they should not exceed in number one circuit for every one hundred thousand of population of the state.<sup>7</sup> At present there are eighteen circuits in Illinois, and Morgan County is attached to the seventh circuit.<sup>8</sup>

#### Clerks of Courts

The clerk of the circuit court under the Constitution of 1818, was to be appointed by a majority of the justices of that court.<sup>9</sup> Since 1849, however, by provisions of the Constitutions of 1848 and 1870, the office has been filled by election.<sup>10</sup> The office of clerk of the county court, which was an independent elective office under the second constitution,<sup>11</sup>

- 
1. L.1881, p. 72. In 1933 the act of 1877 was further amended to make the establishment of an independent probate court mandatory in counties having a population of eighty five thousand or more, and optional in counties having a population of between seventy thousand and eighty five thousand. L.1933, p. 458.
  2. Constitution of 1870, Art. VI, sec. 18.
  3. L.1895, p. 212,223.
  4. The jurisdiction of justices has also been progressively increased during this period. See L.1871-72, p. 524; L.1895, p. 189,190; L.1917, p. 562,563; L.1929, p. 541,542.
  5. L.1871-72, p. 325.
  6. U.S.S. at Large, v. 34, part 1, p. 596.
  7. Constitution of 1870, Art. VI, sec. 13.
  8. L.1933, p. 436.
  9. Constitution of 1818, Art. IV, sec. 6.
  10. Constitution of 1848, Art. V, sec. 21,29; Constitution of 1870, Art. X, sec. 8.
  11. Constitution of 1848, Art. V, sec. 19.



is now filled in an ex-officio capacity by the county clerk<sup>1</sup> who is also required by constitutional provision to be elected.<sup>2</sup> The county commissioners' court, which for a brief period held jurisdiction over probate matters, had its own clerk who was at that time appointed by the court.<sup>3</sup> Probate judges and justices of the peace who subsequently held probate jurisdiction, were required to act as their own clerks.<sup>4</sup> With the transfer of probate jurisdiction to the county court, the clerk of the county court was required to keep, separately, records of probate proceedings and business.<sup>5</sup> In Morgan County where the county court still retains probate jurisdiction, the county clerk serves it in these matters in his capacity as ex-officio clerk of the county court.<sup>6</sup> Justices of the peace have always been required to keep their records in person.<sup>7</sup>

### Ministerial Officers

The principal ministerial officer of all courts of record in Illinois counties is the sheriff. The first constitution provided that the sheriff should be elected.<sup>8</sup> Statutory provision was made in 1827 for the appointment of deputies by the principal officer;<sup>9</sup> since 1870, the number of deputies that the sheriff may appoint has been determined by rule of the circuit court.<sup>10</sup> The ministerial duties of the sheriff have undergone little change in more than one hundred years. Essentially, he is to attend, in person or by deputy, all courts of record in the county, obeying the orders and directions of the court, and to serve, execute, and return all writs, warrants, process, orders, and decrees legally directed to him.<sup>11</sup>

The coroner was originally given equal power with the sheriff as a ministerial officer of the courts.<sup>12</sup> He was also required to serve all process in any suit in which the sheriff was an interested party<sup>13</sup> and to

- 
1. R.S.1874, p. 260.
  2. Constitution of 1870, Art. X, sec. 8.
  3. L.1819, p. 175.
  4. L.1821, p. 119,120; R.L.1837, p. 177,178.
  5. L.1849, p. 66.
  6. R.S.1874, p. 260.
  7. L.1819, p. 185-97 (no specific record-keeping requirement listed among general duties of justices), 326 (establishing fees to be paid justices for keeping records); R.L.1827, p. 260 (becomes definite provision for justices to keep own records); L.1895, p. 221,222.
  8. Constitution of 1818, Art. III, sec. 11.
  9. R.L.1827, p. 373.
  10. Constitution of 1870, Art. X, sec. 9.
  11. L.1819, p. 111; R.S.1874, p. 990,991.
  12. L.1819, p. 111.
  13. L.1821, p. 20-23.





perform all the duties of the sheriff when that office was vacant.<sup>1</sup> The last two functions are still incumbent upon the coroner.<sup>2</sup>

Justices of the peace are served similarly in a ministerial capacity by constables. Not until 1870 was the office of constable given constitutional recognition;<sup>3</sup> at its creation by the first General Assembly, the county commissioners' court was empowered to appoint one or more constables in each township;<sup>4</sup> in 1827 it was provided that two constables should be elected in each justice of the peace district.<sup>5</sup> Since that date, subsequent legislation has grouped justices of the peace and constables in all provisions regarding their election.<sup>6</sup> Constables, like sheriffs and coroners, have always been required to serve and execute all process legally directed to them;<sup>7</sup> process issuing from a justice of the peace court, however, may be directed only to some constable of that same county.<sup>8</sup>

### Prosecutions

The duty of the present state's attorney to prosecute and defend all actions, civil or criminal, involving the county, the people, or officers of the state or county,<sup>9</sup> was incumbent during the first constitutional period upon the circuit attorney.<sup>10</sup> Also in effect from an early date is the officer's other major duty, apart from the enforcement of law,<sup>11</sup> of giving opinions on any questions of law relating to criminal or other matters in which the people of the county may be concerned.<sup>12</sup>

- 
1. R.L.1827, p. 372,373.
  2. R.S.1874, p. 282. Despite the absence from the present law of statutory provision for the coroner to serve process originally directed to him (R.S.1874, p. 281,282), the courts have held that he may so do, an emergency being presumed to exist without need for the process to recite reason for its issuance to the coroner (20 III. 185; 57 III. 268).
  3. Constitution of 1870, Art. VII, sec. 21.
  4. L.1819, p. 162.
  5. R.L.1827, p. 258.
  6. See Courts, p. 21.
  7. L.1819, p. 162,163; R.S.1874, p. 400.
  8. L.1819, p. 186; R.S.1845, p. 317; L.1871-72, p. 525; L.1895, p. 191, 193; L.1937, p. 900. Similarly, process issuing from courts of record is required to be directed to the sheriff or, under certain conditions noted (footnotes 12,13, p. 25, and footnote 1 above), to the coroner (R.S.1845, p. 413; L.1871-72, p. 338; R.S.1874, p. 774; L.1907, p. 444,445; L.1933, p. 786; L.1937, p. 989).
  9. R.S.1874, p. 173,174.
  10. L.1819, p. 204; R.S.1845, p. 76.
  11. See Enforcement of Law, p. 28.
  12. R.S.1845, p. 76; R.S.1874, p. 174.



The office of circuit attorney which existed solely by statutory provision,<sup>1</sup> was appointive by the Governor until 1835,<sup>2</sup> and thereafter by the General Assembly.<sup>3</sup> The second constitution replaced the circuit attorney with an elected state's attorney;<sup>4</sup> since each judicial circuit was an elective district for this purpose, the territorial jurisdiction of the new officer remained the same as that of the former officer.<sup>5</sup> Not until the adoption of the present constitution was provision made for the election of a separate state's attorney in each county.<sup>6</sup>

### Inquests

The holding of inquests, one of the duties of the coroner in Illinois counties, is also a part of the administration of justice. The office of coroner, created by the first constitution, was required to be filled by election;<sup>7</sup> the statutory provisions concerning the inquest function have not changed substantially since their enactment by the second General Assembly.<sup>8</sup> The coroner, when informed of the body of any person being found dead, supposedly by violence, casualty, or undue means, is required to summon a jury to inquire how, in what manner, and by whom or what, death was caused; testimony of witnesses is taken; witnesses whose evidence implicates any person as the unlawful slayer of the deceased are bound over to the circuit court; the verdict of the jury is returned to the clerk of that court.<sup>9</sup>

The verdict of the coroner's jury, however, is not generally admissible in evidence;<sup>10</sup> additionally, it is not held to be prima facie proof of matters stated therein with regard to the cause and manner of death;<sup>11</sup> its essential nature, therefore, is that of a finding of facts upon the basis of which the coroner may be led to discharge his collateral duty to

- 
1. L.1819, p. 204-6.
  2. Ibid., p. 204.
  3. L.1835, p. 44.
  4. Constitution of 1848, Art. V, sec. 21. The new title, however, had already come into occasional use in the interim (R.L.1827, p. 79; L.1835, p. 44; L.1847, p. 18).
  5. Constitution of 1848, Art. V, sec. 22.
  6. Constitution of 1870, Art. VI, sec. 22.
  7. Constitution of 1818, Art. III, sec. 11.
  8. Cf. L.1821, p. 22-24; R.S.1845, p. 517,518; R.S.1874, p. 282-84; R.S.1937, p. 780-82.
  9. L.1821, p. 24,25; R.S.1845, p. 518; R.S.1874, p. 284.
  10. 46 N.W. 872. It is, however, held to be proper practice to offer, in cross-examining witnesses sought to be impeached, excerpts from transcripts of testimony taken at the inquest (189 Ill. App. 556; 211 Ill. App. 476).
  11. 201 Ill. App. 287.





apprehend and commit to jail any person implicated by the inquest as the unlawful slayer of the deceased.<sup>1</sup> To this extent, the coroner's inquest duties overlap his function as an officer for the enforcement of law.

### Enforcement of Law

Sheriffs, coroners, and constables have always been charged equally with keeping the peace and apprehending all offenders against the law.<sup>2</sup> The state's attorney's powers as an officer for the enforcement of law originally derive by implication from another duty;<sup>3</sup> the gathering of evidence and the apprehension of offenders is necessarily involved in commencing and prosecuting actions in which the people of the state or county are concerned.<sup>4</sup> In relatively recent years, however, the state's attorney has been given more specific statutory powers to enforce laws and to investigate violations and secure necessary evidence thereof.<sup>5</sup> But at any time the effective spheres of authority of law enforcement officers have been determined less by statutory provisions than by local conditions and individual circumstances.

### Education

The act of Congress providing for the creation and admission of the State of Illinois to the Union set aside section sixteen of every township for the use of schools.<sup>6</sup> The first state legislation on the subject was concerned only with the establishment of school districts and the sale or leasing of school land to provide necessary funds, for which purposes three trustees of school lands were appointed in each township by the county commissioners' court.<sup>7</sup>

In 1825, however, with a common school system in operation, provision was made for its educational as well as financial administration. Three elected officers, known as township school trustees, were charged in each township with superintending schools, examining and employing teachers,

---

1. L.1821, p. 25; R.S.1845, p. 518; R.S.1874, p. 285.

2. L.1819, p. 111,162,163; R.S.1845, p. 328,515; R.S.1874, p. 400,990.

3. See Prosecutions, p. 26.

4. Previously cited; see p. 16, note 2.

5. L.1885, p. 3; L.1907, p. 268; L.1913, p. 395; L.1915, p. 368; L.1927, p. 33.

6. U.S.S. at Large, v. 3, p. 428.

7. L.1819, p. 107,108.





leasing all land belonging to the district, and reporting annually to the county commissioners' court; this report, however, was limited to such matters as were concerned with the financial administration of the schools.<sup>1</sup> In 1827 the county commissioners' court was again empowered to appoint trustees of school lands, but despite the use of the earlier, more limited title, these officers were charged with all the duties of the former township school trustees.<sup>2</sup> The creation of the office of county school commissioner in 1829 brought a new element into the complex situation. The commissioner was at first given limited duties with regard to the sale of school lands and the management of school funds;<sup>3</sup> his subsequent gains in this respect at the expense of the township trustees foreshadowed the demarcation of spheres of authority that was made in 1847.<sup>4</sup> In the interim, the school commissioner, who had first been appointed by the county commissioners' court,<sup>5</sup> became an elected officer;<sup>6</sup> in such townships as elected to incorporate for the purpose of organizing and supporting schools, township trustees also became elected officers and were there denominated trustees of schools.<sup>7</sup>

The situation created by the legislation of 1847 in certain respects has not since been substantially altered. In all counties, township trustees became, and are still, elected officers styled township school trustees.<sup>8</sup> The relative authority of the officer of the county<sup>9</sup> and of officers of the township with regard to financial administration was fixed essentially as at present.<sup>10</sup> Moreover, township trustees lost practically all their former duties with regard to matters purely educational as a result of a development that occurred in 1845.

It was at that time that the county first entered into the actual administration of education with the creation of the office of superintendent of schools.<sup>11</sup> Filled at first by the school commissioner in an

- 
1. L.1825, p. 121,122.
  2. R.L.1827, p. 305-70.
  3. R.L.1829, p. 150-54.
  4. Cf. L.1831, p. 176; L.1841, p. 275-79.
  5. R.L.1829, p. 150.
  6. L.1841, p. 261,262.
  7. Ibid., p. 273,274. In unincorporated townships, trustees continued to be appointed by the county commissioners' court (ibid., p. 259, 260).
  8. L.1847, p. 126; L.1909, p. 350.
  9. The subsequent substitution of an independent, elected superintendent of schools for the school commissioner who had additionally been ex-officio superintendent (see footnotes 1,2,3, p. 30), was only a change in the legal status of the officer of the county and had no further import.
  10. L.1847, p. 123,124,128,129; L.1909, p. 351-54; L.1927, p. 794,795.
  11. R.S.1845, p. 498.



ex-officio capacity,<sup>1</sup> it quickly absorbed most of the functions of township trustees with regard to the advancement of education;<sup>2</sup> later, the office came to be filled by election<sup>3</sup> and completely absorbed that of school commissioner.<sup>4</sup> In the new field of county administration of education, the superintendent's duties remained constant through his change in legal status, requiring him to visit all the townships in his county and inquire into the condition and manner of conducting their schools, to examine persons proposing to teach school, to grant certificates to persons qualified to teach in schools, and to report to the county board on all his acts relating to the management of school funds and lands.<sup>5</sup> Subsequent legislation has enlarged the scope of this phase of the superintendent's functions, but it is in his role as an agent of state supervision that he has been charged with numerous duties of a new character.<sup>6</sup>

The authority of the state with regard to education, first manifested in 1845, has, like that of the county, been extended beyond its original bounds. Originally the county superintendent was required only to communicate to the state superintendent of common schools<sup>7</sup> information concerning the schools in his county.<sup>8</sup> Today, as a consequence of the state's increasing intervention in matters of public health and safety, the county superintendent is required to inspect, with regard to specifications, plans submitted to him for the heating, ventilation, lighting, etc., of public school rooms and buildings; to visit and notice such public school buildings which appear to him to be unsafe, insanitary, or otherwise unfit for occupancy; and to request the State Board of Health, the state fire marshal, or the state architect to inspect such buildings and issue reports upon which condemnation proceedings can be based.<sup>9</sup>

- 
1. R.S.1845, p. 498.
  2. R.S.1845, p. 497-503. Cf. L.1825, p. 121,122; R.L.1827, p. 366-70; L.1831, p. 173; L.1841, p. 270,275,276,279. The only duty of this category that was left to township trustees in the laws of 1847 concerned the examination of prospective teachers and the issuance of certificates where merited (L.1847, p. 130). It was omitted from the revised school law of 1851 (L.1851, p. 127).
  3. L.1865, p. 112.
  4. Ibid., 112,113.
  5. R.S.1845, p. 498,500,501. Cf. L.1847, p. 131-25; L.1857, p. 261-65, 278,279,296,297; L.1861, p. 190,191; L.1865, p. 114,119-21.
  6. L.1909, p. 345-50; L.1915, p. 636-38.
  7. The Secretary of State in ex-officio capacity (L.1845, p. 52). In 1854 the office became independent, filled by election, and known as that of superintendent of public instruction (L.1854, p. 13), which is its present status (L.1909, p. 343).
  8. L.1845, p. 54.
  9. L.1915, p. 637-40.





### Recordation

For the function of making legal record of written instruments, the first General Assembly established the office of recorder.<sup>1</sup> Originally appointed by the Governor,<sup>2</sup> the recorder was required to be elected after 1835.<sup>3</sup> The second constitution made the clerk of the circuit court<sup>4</sup> ex-officio recorder in all counties;<sup>5</sup> the present constitution continues the earlier provision in counties of under sixty thousand population and provides for the election of a recorder in counties of that population or more.<sup>6</sup> As Morgan County never met the population requirement, the clerk of the circuit court has continued to act as recorder in this county.

The basic duty of the recorder, to record at length and in the order of their receipt all instruments in writing, has remained essentially unchanged; legislation has been directed toward the extension of categories of instruments entitled to be recorded.<sup>7</sup> Conveyances of title to land, a major category of such records, frequently involve another county officer, the surveyor. Established by the General Assembly, the office of surveyor was at first filled by appointment of that body,<sup>8</sup> later by election.<sup>9</sup>

In 1936 the surveyor again became an appointed officer, with the power of appointment delegated to the county board.<sup>10</sup> His duty to perform all surveys he may be called on to make within his county has undergone only minor change, but its importance has declined; the acts of any surveyor, properly acknowledged and certified, have equal standing before the law with those of the county surveyor; no maps or plats have any legal effect unless recorded by the recorder.<sup>11</sup>

- 
1. L.1819, p. 18-20.
  2. Ibid., p. 18,19.
  3. L.1835, p. 166.
  4. An elected officer; see Clerks of Courts, p. 24.
  5. Constitution of 1848, Art. V, sec. 19; L.1849, p. 64.
  6. Constitution of 1870, Art. X, sec. 8; R.S.1874, p. 833.
  7. L.1819, p. 18,20; R.L.1829, p. 117,118; R.L.1833, p. 511; R.S.1845, p. 305,432,606; L.1851, p. 80; L.1859, p. 124; L.1869, p. 2; R.S.1874, p. 833,834; L.1921, p. 756,757; L.1925, p. 520-22.
  8. L.1821, p. 62.
  9. L.1835, p. 166.
  10. L.1933, p. 1104. Provision effective in 1936.
  11. R.L.1829, p. 173; R.L.1833, p. 511; L.1845, p. 201; L.1869, p. 241,242; R.S.1874, p. 1050,1051; L.1901, p. 307,308; L.1915, p. 575.





## Public Works

### Roads and Bridges

Public roads and bridges were first under the superintendence of the county commissioners' court which was authorized to locate new roads and alter or vacate existing roads.<sup>1</sup> The act providing for such superintendence empowered the commissioners to appoint freeholders in each township to act as supervisors, each appointment to be for a one-year period. New roads were to be opened by the county commissioners' court upon petition of residents of the county and a favorable report from the road viewers and surveyor. A few years later the county commissioners were authorized to divide the county into road districts and to appoint annually one supervisor to serve in each district.<sup>2</sup> With the adoption of the second state constitution, the supervision, control, and maintenance of roads and bridges in counties not adopting township organization were vested in the county court and the road district supervisors.<sup>3</sup> In 1873 when the board of county commissioners supplanted the county court as the administrative body in Morgan County, the commissioners were granted general supervision and control over roads and bridges,<sup>4</sup> while in each road district, three highway commissioners were to be elected for three-year terms.<sup>5</sup> In 1913 the State Highway Department was established, and provision was made for the appointment by the county board of a county superintendent of highways.<sup>6</sup> The entire system was centralized by subjecting the county superintendent to the rules and regulations of the state highway commissioner and by requiring candidates for county superintendent to be approved by the state commissioner before appointment by the county board. The term of office of the county superintendent was set at six years, and his salary was to be fixed by the county board. Although the county superintendent was to act on behalf of the county in regard to roads and bridges, and although he was subject to removal by the county board, he was regarded as a deputy of the state highway engineer, subject to his directions. This indicates the intention of the legislature to unify the entire state system of roads and bridges. In 1917 the Department of Public Works and Buildings assumed the rights, powers, and duties vested in the State Highway Department,<sup>7</sup> but the county organization has remained essentially the same since 1913.

- 
1. L.1819, p. 333.
  2. L.1825, p. 130.
  3. L.1849, p. 65, 212, 213; L.1851, p. 64, 149, 179.
  4. L.1873-74, p. 79.
  5. L.1871-72, p. 679.
  6. L.1913, p. 521-25, 537-46.
  7. L.1917, p. 24.



### Public Buildings

The county is given the power to hold, own, and convey real estate for county purposes.<sup>1</sup> This power is exercised by the county board which is charged with the care and custody of all the real and personal property owned by the county. Throughout the period of statehood it has been provided that a courthouse and jail be erected in each county, and that the sheriff of each county be charged with custody of such buildings.<sup>2</sup> The county is further empowered to erect buildings for a county hospital, workhouse, tuberculosis sanitarium, and other county needs.<sup>3</sup>

The county superintendent of schools is charged with the inspection of plans and specifications for public school rooms and buildings; and the approval of only those which comply with the specifications prepared by the state superintendent of public instruction.<sup>4</sup> He is also to request the State Department of Public Health, the state fire marshal, or the state architect to inspect public school buildings which appear to be unsafe, insanitary, or unfit for occupancy. Upon receipt of an unfavorable report from these officials, the county superintendent is to condemn the building and notify the board of directors or board of education, and the board of school trustees.

### Drainage

In 1850 an act of Congress provided for the granting of swamp and overflowed lands to various states.<sup>5</sup> The land so granted to Illinois was turned over to the counties in 1852 to be reclaimed by drainage and used for county purposes.<sup>6</sup> Such lands were to be under the care and superintendence of the county court which was to appoint a "Drainage Commission" to conduct the sales of such lands. The county surveyor was to prepare plats of the swamp lands and return such plats to the clerk of the county court, whereupon the court fixed the valuation upon each tract. The purchasers of these tracts were given a certificate by the drainage commissioner, and a deed was later executed by the county court. The court was to sell only enough swamp lands to insure reclamation of all such land, any balance to be granted to the several townships to be used for educational purposes. At the discretion of the county, such balance could also be used for the construction of roads, bridges, or other public works.

- 
1. R.S.1874, p. 302.
  2. L.1819, p. 111; R.L.1827, p. 246,247,372; R.S.1874, p. 989.
  3. R.S.1874, p. 307; L.1909, p. 163; L.1911, p. 246.
  4. L.1915, p. 637-40.
  5. U.S.S. at Large, v. 9, p. 519.
  6. L.1852, p. 178.





In counties not adopting township organization the supervisors of roads were to be ex-officio drainage commissioners according to the terms of an act of 1867.<sup>1</sup> This act further provided that the drainage commissioners should have, in addition to the powers given by an act of 1865,<sup>2</sup> the same power, and take the same proceedings, as were authorized by an act of 1855.<sup>3</sup> The effect of these acts was to authorize the drainage commissioners to hear applications for the construction of drains, to survey, lay out, construct and maintain drains, and to assess damages against the land benefitted by such construction. In 1879 drainage construction by special assessment was handled by the drainage commissioners, a body politic and corporate composed of the county commissioners.<sup>4</sup>

Provision was first made for the organization of drainage districts for agricultural, sanitary, and mining purposes in 1879.<sup>5</sup> Petitions were to be filed with the county clerk, and hearings on the same were to be had before the county court. When the court found in favor of the petitioners, it appointed three disinterested persons as commissioners to lay out and construct the work. Petitions for the construction of drains to cost less than \$5,000 were to be presented to justices of the peace, if the petitioners so elected, and the commissioners of highways were to perform the duties of drainage commissioners in such cases. In 1885 this law was amended to include drains costing less than \$2,000 and provided for the appointment of three residents as commissioners.<sup>6</sup>

## Public Services

### Public Health

The State Department of Public Health, created in 1917,<sup>7</sup> is charged with general supervision of the health and lives of the people of the state. In conformance with this legislative order it is empowered to supervise, aid, direct, and assist local health authorities or agencies in the administration of the health laws. Public health districts may be organized along subcounty lines with a board of health in each. The names of such districts are to be filed with the county clerk to complete their organization. Annually, each board of health certifies to the county clerk the rate of a public health tax to be levied in each district,

---

1. L.1867, p. 91.

2. L.1865, p. 50. Relating to counties adopting township organization.

3. Private L.1855, p. 576. Relating to Cook County.

4. L.1879, p. 153.

5. Ibid., p. 120.

6. L.1885, p. 130,131.

7. L.1917, p. 4.





the clerk being responsible for setting out the proper taxes upon the warrant books and transmitting them to the collector as provided for in regard to other taxes.<sup>1</sup>

Control of the state health department over lodging houses, boarding houses, taverns, inns, and hotels is effected through the county clerk, the proprietors of such establishments being required to file with the clerk an annual statement containing details as to sleeping accommodations for guests.<sup>2</sup> The clerk is also required to report annually to the state health department the name and address of each county commissioner and the expiration date of his term of office.<sup>3</sup>

Mosquito abatement districts are organized upon petition to the county judge of the county in which such territory lies,<sup>4</sup> such petitions being filed with the county clerk. If, after hearing, the county judge determines that the organization of a district is necessary, the question is submitted to the residents of the territory at a special election. The judges of election make return to the county judge, and the results are entered upon the records of the county court. A majority of the votes favoring it, a mosquito abatement district is thereupon organized.

County officials also enter into the state's control of public swimming pools. When a representative of the State Department of Public Health finds conditions that warrant the closing of such a pool, the owner of the pool and the sheriff and state's attorney of the county are notified to that effect, it being the duty of these officers to enforce such notice.<sup>5</sup>

#### Vital Statistics

The State Department of Public Health has charge of the registration of births, stillbirths, and deaths throughout the state.<sup>6</sup> To effect proper control of this matter the state is divided into vital statistics registration districts which, in Morgan County, are identical with the road districts.<sup>7</sup> The road district clerk acts as the local registrar in these districts and receives certificates of births and deaths occurring in the district. Burial permits are issued by the registrar and are later returned to him for filing.<sup>8</sup>

- 
1. L.1917, p. 27,28,763,765,767,768.
  2. L.1901, p. 305.
  3. L.1923, p. 480.
  4. L.1927, p. 694.
  5. L.1931, p. 735,736.
  6. L.1915, p. 660.
  7. Ibid., p. 660,661.
  8. Ibid., p. 661,662,664.



The local registrar is required to deposit monthly with the county clerk a complete set of records of births, stillbirths, and deaths registered during the month, and the clerk is charged with binding and indexing, or recording, and safe-keeping of such records.<sup>1</sup> The original certificates are sent monthly by the local registrars to the state health department which certifies annually to the county clerk the number of births, stillbirths, and deaths registered in the county.<sup>2</sup>

The county board is to appropriate money for the payment of the local registrars' fees. Such amounts are charges against the county, and the county clerk is required to issue warrants on the county treasurer for the amount of the fees payable to the registrars.<sup>3</sup>

The county also enters into the enforcement phase of this matter. The state health department reports cases of violations of any provision of the act relating to registration to the state's attorney who is to initiate and follow up court proceedings against violators.<sup>4</sup>

#### Public Assistance

Public assistance is administered through the services of the county department of public welfare, the county home, the tuberculosis sanitarium, the blind examiner, the probation officers, the county clerk, and the county board.

The county department of public welfare is headed by a superintendent appointed by the county board after approval by the State Department of Public Welfare.<sup>5</sup> He assists the state department in the operation of welfare plans and policies within the county and has charge of the administration of old age assistance.<sup>6</sup> In this latter regard the county department acts merely as the agent of the state department, investigating applicants and reporting results.

The county home is an establishment for the maintenance and care of indigents. Its management and finances are provided by the county board.<sup>7</sup> Blind assistance is administered in the county through appropriations by

---

1. L.1915, p. 667.

2. Ibid., p. 667,668; L.1917, p. 760.

3. L.1915, p. 668.

4. Ibid., p. 669,670.

5. L.1937, p. 451,452.

6. L.1935-36, First Sp. Sess., p. 54-61; L.1937, p. 265-70.

7. L.1935, p. 1057.





the county board together with state funds. An examiner of the blind, appointed by the county board, examines all applicants referred to him by the county clerk.<sup>1</sup> The county court has jurisdiction in the administration of the mothers' pension fund. A probation officer, an appointee of the court for this purpose, investigates and visits cases of indigent mothers who are entitled to benefit.<sup>2</sup>

### Coordination of Functions

From the foregoing discussion of functions of the county government it is apparent that the county plays a dual role, that of a body politic and that of an agent of the state. In its first capacity the county, through its officials, is capable of suing and being sued, purchasing, holding, and selling property, making contracts, and raising revenue for its proper operation. As a state agent it fits into a state-wide program on various matters of public concern, acting under the supervision and control of the state and coordinating the activities of subcounty agencies and officials.

Coordination of county activities is effected chiefly through the county clerk. An illustration of this is the part this official plays in the election procedure. He notifies the judges and clerks of election of their appointment, supplies them with blanks and poll books, receives copies of registers of voters, issues notices of election, receives and preserves returns, canvasses votes with the assistance of two justices of the peace and retains the abstracts, transmits copies of election returns and abstracts of votes to the Secretary of State, and issues certificates of election.

### Records System

County records in the State of Illinois have suffered from the lack of an adequate program of legislation designed to secure uniformity in recordation and to insure the proper care of those documents which have permanent value. However, from the inception of statehood, some effort has been made to coordinate the records systems of the several counties and to preserve their archives.

In attempting to establish state-wide uniformity among counties, the General Assembly has at times provided detailed descriptions of required records and in many instances has supplied the very forms to be used. Laws relating to the duties and powers of county officers usually contained some

---

1. L.1903, p. 138; L.1915, p. 256,257; L.1935, p. 264,265.  
2. L.1913, p. 127-30; L.1915, p. 243-45; L.1921, p. 162-64; L.1935, p. 256-59.





such provisions. Thus, in 1819, the recorder of the county was ordered to supply "parchment or good large books, of royal or other large paper, well bound and covered" wherein to record all deeds and conveyances brought to him for that purpose. He was also to keep a fair book in which to enter every deed or writing to be recorded, noting the date, the parties, and the place where the lands were situated, such entries to be made according to priority of time.<sup>1</sup> In 1833 he was required to keep an alphabetical index to each book,<sup>2</sup> and by 1874 the General Assembly had prescribed a complete list of books to be kept in the office of the recorder, with a description of the contents of each, which list has been continued, substantially unchanged, to the present.<sup>3</sup>

In like manner, legislation was enacted prescribing records to be kept by the county clerk and his predecessors, acting in their several capacities,<sup>4</sup> the clerk of the circuit court,<sup>5</sup> the judge<sup>6</sup> and justice<sup>7</sup> of the probate court, the coroner,<sup>8</sup> the county superintendent of schools,<sup>9</sup> the county surveyor,<sup>10</sup> and the county treasurer.<sup>11</sup>

Descriptions of records and forms to be used are frequently found in legislation pertaining to the holding of elections,<sup>12</sup> assessments and the collection of revenue,<sup>13</sup> the organization and maintenance of common schools,<sup>14</sup> the registration of marriages<sup>15</sup> and the recording of vital statistics.<sup>16</sup>

- 
1. L.1819, p. 18,20.
  2. R.L.1833, p. 511.
  3. R.S.1874, p. 834.
  4. L.1849, p. 66,191,203; L.1859, p. 92,94; L.1865, p. 93; R.S.1874, p. 261-65,332; L.1933, p. 203,204.
  5. R.L.1833, p. 152; R.S.1845, p. 147; L.1847, p. 70; L.1849, p. 9; L.1865, p. 93; R.S.1874, p. 262,263; L.1933, p. 293,294.
  6. R.L.1839, p. 231.
  7. R.S.1845, p. 427,428.
  8. R.L.1833, p. 574; L.1869, p. 104,105; R.S.1874, p. 283.
  9. L.1849, p. 155,156; L.1865, p. 119; L.1909, p. 346,348,349.
  10. R.L.1829, p. 173; R.S.1845, p. 524.
  11. R.S.1845, p. 138; R.S.1874, p. 323,324.
  12. L.1819, p. 92,94; R.L.1827, p. 291,292; R.L.1829, p. 59,60; L.1845, p. 41,42; L.1849, p. 73,74; L.1865, p. 54,55; L.1871-72, p. 386-89, 391; L.1885, p. 143,148,173,176; L.1937, p. 522-29, 531-48.
  13. R.L.1827, p. 329-33; L.1838-39, p. 4,5,7,8,12,13,17; L.1845, p. 6-9, 12,14,15; L.1849, p. 37,38,124-26,128; L.1851, p. 53,55,56; L.1853, p. 17,24,50,55,77,78,111,112; L.1871-72, p. 19,23,32,48,49,54.
  14. L.1825, p. 127; R.L.1833, p. 563; L.1841, p. 263,270-72; L.1845, p. 53, 54,65,68; L.1847, p. 121-23,142-44; R.S.1874, p. 950,957,958,964.
  15. L.1819, p. 27; R.L.1827, p. 288,289; R.S.1874, p. 694,695.
  16. L.1842-43, p. 210-12; L.1877, p. 209; L.1901, p. 301-4; L.1903, p. 315, 317,318; L.1915, p. 667.



While there has been enacted much legislation prescribing the kinds of records to be kept, only a few laws deal with the safeguarding and preservation of county archives. In 1819 the General Assembly directed the clerks of the circuit and county commissioners' courts to provide "a safe press or presses with locks and keys for the safe keeping of the archives of their offices . . . ." <sup>1</sup> In 1843 the county commissioners' courts were authorized, and required whenever the finances of the county would justify the expenditure, to erect a fireproof recorder's office at the county seat, or if the commissioners were of the opinion that any unappropriated room in their courthouses could be made fireproof, to make it so and house the office and records of the recorder there. At the discretion of the county commissioners' courts, the provisions of this act might be deemed to apply to the offices of the clerks of the circuit and county commissioners' courts. <sup>2</sup> Similar in content but slightly different in wording is a later enactment in which the county commissioners' courts are authorized to "erect, build, and provide permanent fireproof rooms, houses or vaults, for the purpose of placing therein and preserving from injury, damage, loss, or destruction by fire, the records and documents of their respective counties." <sup>3</sup> The preservation of county archives has been greatly aided by an act to provide for the copying of old, worn-out records, <sup>4</sup> and by a law authorizing the transfer of county records having historic value to the Illinois State Historical Library at Urbana. Provision is made in this act for the substitution of accurate copies of these documents if such action be deemed necessary. <sup>5</sup> In 1907 the act was amended to include among the institutions to which old records might be sent, the Illinois State Historical Society and the State University Library at Urbana. <sup>6</sup> Laws have also been passed which provide for the restoration of certain classes of records which have been destroyed by fire or other means. <sup>7</sup> In 1935 the General Assembly appropriated money for the construction of a fireproof building at Springfield for the purpose of storing therein the archives and records of the state. <sup>8</sup> The erection of this structure, the State Archives Building, has helped to make possible the inauguration of an intelligent, far-sighted program for the preservation of papers and documents of historic value.

- 
1. L.1819, p. 332.
  2. L.1842-43, p. 210.
  3. L.1845, p. 46.
  4. L.1871-72, p. 648.
  5. L.1897, p. 205.
  6. L.1907, p. 375.
  7. L.1871-72, p. 649, 650, 652.
  8. L.1935, p. 138,



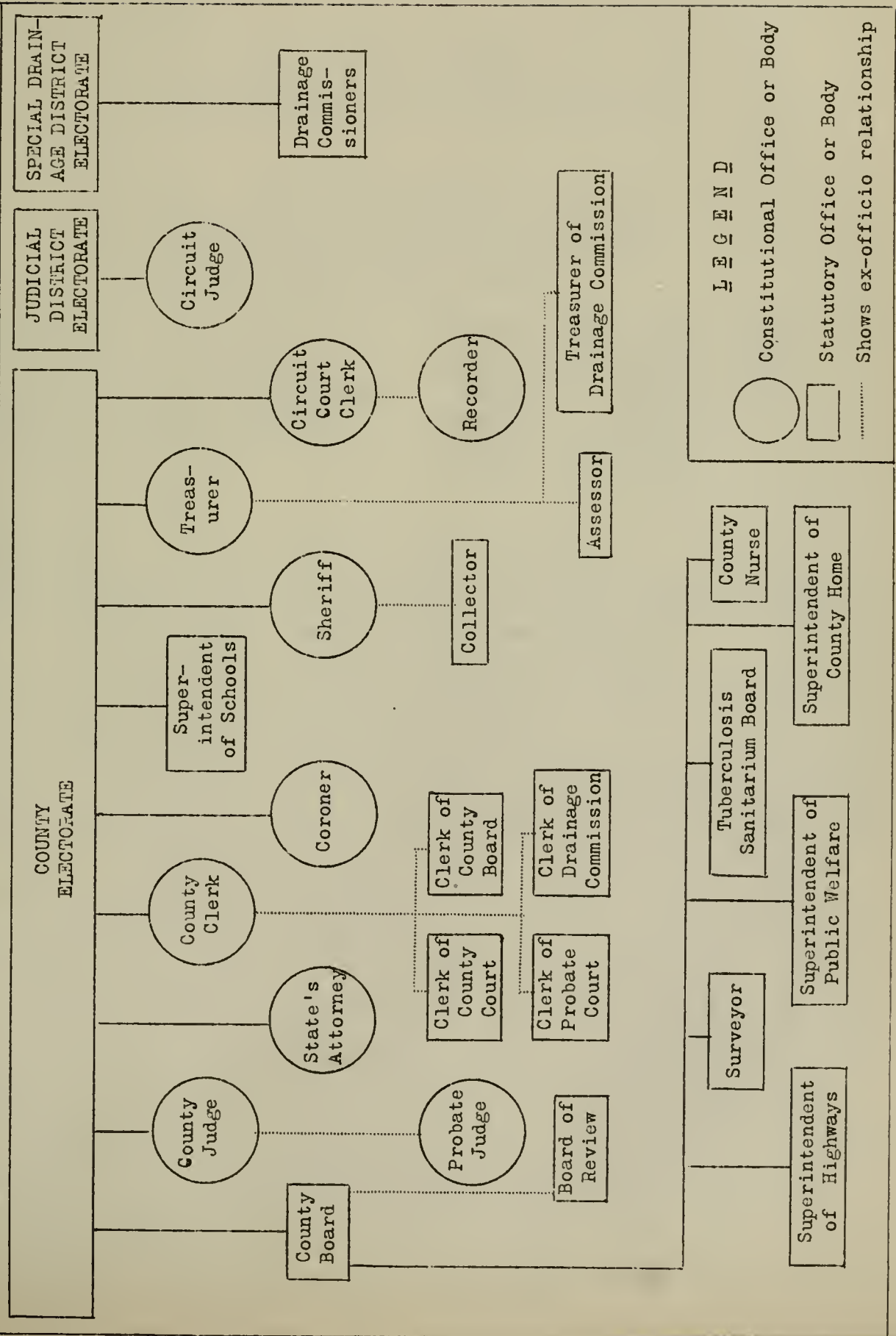


There are still serious omissions in legislation pertaining to recordation. For instance, Illinois has no law prescribing the kinds of inks to be used in making records. And, although laws have been enacted authorizing the provision of fireproof accommodations for county documents, they are permissive rather than mandatory in character.<sup>1</sup> Legislation enabling the destruction of worthless archives apparently is nonexistent with the exception of laws relating to certain election papers.<sup>2</sup> The enactment of legislation which would remedy these defects in the laws and continue the trend toward state-wide uniformity among counties would result in an intelligent, economical records system for the State of Illinois.

- 
1. L.1842-43, p. 210; L.1845, p. 46.
  2. L.1861, p. 269; L.1871-72, p. 389; L.1885, p. 145,193; L.1891, p. 118, 119; L.1917, p. 438,444,445; L.1937, p. 525,526.



GOVERNMENTAL ORGANIZATION OF MORGAN COUNTY, 1939





# ROSTER OF COUNTY OFFICERS\*

(Date after name of officer refers to date of commission, unless otherwise stated)

## County Commissioners\*\*

(Subsequent to 1849, county commissioners replaced by county judge and two associate justices until 1873, when the board of county commissioners assumed administration of county business)

Daniel Leib, Samuel Bristow,  
Peter Conover, August 2, 1824<sup>1</sup>  
James Gillham, James Deaton,  
Allen Q. Lindsey, August 7, 1826  
Joseph M. Fairfield, John Wyatt,  
Samuel Rogers, August 4, 1828

William Gillsam,<sup>2</sup> James Green,  
William Woods, August 2, 1830  
William Gilhana, William Woods,  
James Green, August 6, 1832  
William Woods, Jacob Ward,  
James Green, August 4, 1834  
No state records 1836<sup>3</sup>

---

\* This list was compiled from the following sources:

- A. Secretary of State. Index Department, Election Returns. Returns from County Clerk to Secretary of State, 1809-47. 78 volumes (1-78), third tier, bay 1, 1848--, 53 file drawers (2-54), third tier, bay 2, State Archives Building, Springfield, Illinois.
- B. Secretary of State. Executive Department. Certificates of Qualification, 1819--. 22 file drawers (1-22), fourth tier, bay 5, State Archives Building, Springfield, Illinois.
- C. (1) Secretary of State. Executive Department Official Records. List of Commissions Issued to County Officers, 1809-1918. 5 volumes, fourth tier, bay 6, State Archives Building, Springfield, Illinois.  
(2) Secretary of State. Executive Department Official Records. List of Commissions Issued to County Officers, 1869--. 4 volumes, room 208, second floor, Secretary of State's office, Executive Department, State Capitol Building, Springfield, Illinois.

\*\* All dates shown after commissioners' names indicate the year elected. By a law passed in 1837, the three commissioners elected in 1838 drew lots for one, two, and three years to determine their length of term. Thereafter, until 1849, one commissioner was to be regularly elected each year to serve a three-year term. This same provision was provided in the constitution of 1870 establishing the board of county commissioners for Counties not under township organization, effective in Morgan County in 1873.

1. Fire in 1827 destroyed the courthouse and early records including names of first commissioners in 1823. One old settler, Honorable William Thomas, claims Daniel Lieb, Peter Conover, and Samuel Bristow were elected; General Murray McConnel claims Seymour Kellogg, Thomas Arnett, and Peter Conover were elected. Historical Encyclopedia of Illinois (and History of Morgan County), ed. Newton Bateman, Paul Selby; Morgan County ed. William F. Short (Chicago: Munsell Publishing Co., 1906), p. 652.
2. William Gillham, Records of Commissioners' Court, v. A, p. 139.
3. Jacob Ward, Jacob Redding, James Ethel reported as meeting June 7, 1837. Records of Commissioners' Court, v. B, p. 188.





## County Commissioners (cont.)

William L. Sargent, Edward Faulknersly, <sup>1</sup>	John H. Mathews,
Jesse W. Bull, August 6, 1838	November 4, 1879
Jacob Woods, <sup>2</sup>	Charles Heinz,
August 5, 1839	November 2, 1880
E. Evans,	Mathew S. Kennedy,
February 7, 1840	November 8, 1881
George Engleback,	Job W. English,
August 3, 1840	November 7, 1882
Harry Rout,	Charles Heinz,
August 2, 1841	November 6, 1883
Jacob Ward,	David H. Sorrell,
August 5, 1842	November 4, 1884
William G. Long,	Thomas B. Orear,
August 7, 1843	November 3, 1885
Henry Sanderson, William Crow,	John W. Brockhouse,
August 5, 1844	November 2, 1886
O. G. Henderson,	Geo. W. Moore,
August 4, 1845	November 8, 1887
A. Bee Craft, <sup>3</sup>	Thomas B. Orear,
August 3, 1846	November 6, 1888
Henry Saunderson,	John W. Brockhouse,
August 2, 1847	November 5, 1889
David Hodges,	William Correy,
August 7, 1848	November 4, 1890
(1849-73, period of county court; see County Judges, also Associate Justices)	No state records 1891 <sup>4</sup>
James H. Devore, John Virgin,	John Brockhouse,
Daniel Deitrick, November 4, 1873	November 8, 1892
Daniel Deitrick,	Geo. C. Gibson,
November 3, 1874	November 7, 1893
James H. Divore (Devore),	Chess James,
November 2, 1875	November 6, 1894
John Virgin,	Jacob Hoover,
November 7, 1876	November 5, 1895
David H. Lollis,	Geo. C. Gibson,
November 6, 1877	November 7, 1896
Mathew S. Kennedy,	William M. Rees,
November 5, 1878	November 2, 1897
	August Brockhouse,
	November 8, 1898

- 
1. Edward Tankerslay, Records of Commissioners' Court, v. B, p. 295. Tankerslay drew the one-year term; Sargent drew the two-year term; and Bull the three-year term.
  2. Jacob Ward, Records of Commissioners' Court, v. B, p. 370.
  3. A. Bescraft, Records of Commissioners' Court, v. D, p. 28.
  4. John McDonald presents commission and takes oath of office, December 7, 1891. County Court Record, v. K, p. 390.



## County Commissioners (cont.)

No state records 1899<sup>1</sup>

George T. Wiswell,  
November 6, 1900

Fredrick A. Hillig,  
November 5, 1901

Peter D. Megginson,  
November 4, 1902

Carlin C. Berryman,  
November 3, 1903

George Deitrick,  
November 8, 1904

James C. McFillan,  
November 7, 1905

P. D. Megginson,  
November 6, 1906

Robert R. Coultas,  
November 5, 1907

James C. McFillen,  
November 3, 1908

Peter D. Megginson,  
November 2, 1909

Robert R. Coultas,  
November 8, 1910

James C. McFillen,  
November 7, 1911

Wm. F. Roegge,  
November 5, 1912

Robert R. Coultas,  
November 4, 1913

David Wilson,  
November 3, 1914

William F. Roegge,  
November 2, 1915

Charles Magill,  
November 7, 1916

No state records 1917<sup>2</sup>

J. M. Swales,<sup>3</sup>  
November 5, 1918

George A. Wheeler,  
November 4, 1919

J. E. Osborne, Frank L. Mawson  
(to fill vacancy),  
November 2, 1920

Frank L. Mawson,  
November 8, 1921

G. A. Dunlap,  
November 7, 1922

James E. Osborne,  
November 6, 1923

Frank L. Mawson,  
November 4, 1924

S. J. Camm,  
November 3, 1925

A. H. Megginson,  
November 2, 1926

J. C. Becker,  
November 8, 1927

William Bau Brown,  
November 6, 1928

Wm. M. Rees,  
December 10, 1929 (special  
election),

November 4, 1930  
Harry W. Petefish,

November 3, 1931  
Clifton C. Davis,

November 8, 1932  
Wm. M. Rees,

November 7, 1933  
Walter Fearnceyhouse,

November 6, 1934  
Clifton C. Davis,

November 5, 1935  
Erwin C. Aufdenkamp,

November 3, 1936  
Wm. M. Rees,

November 2, 1937

- 
1. Peter D. Megginson presents commission and takes oath of office, November 11, 1899. County Court Record, v. M, p. 205.
  2. Oath and commission of David Wilson, commissioner-elect, filed and recorded. County Court Record, v. Q, p. 125.
  3. J. M. Swales, County Court Record, v. Q, p. 240.





## County Clerks\*

(Clerks of the county commissioners' court, of the county and probate courts, and of the board of county commissioners)

County Commissioners' Court	Benjamin R. Upham,
George Rearick (elected),	December 1, 1877,
August 7, 1837	December 1, 1882
Joseph Heslep,	John C. Williams,
August 5, 1839 (elected),	December 6, 1886,
August 7, 1843 "	November 26, 1890
August 2, 1847 "	Frank J. Heinl,
	November 30, 1894,
County Court	November 22, 1898
(Administrative and Judicial to 1873)	Charles B. Graff,
G. A. Dunlap,	November 24, 1902
November 30, 1849	James S. Merrill,
Mat. (Mathew) Stacey,	November 26, 1906
November 25, 1853,	C. A. Boruff,
November 21, 1857	November 28, 1910,
John Trabue,	December 1, 1914
November 19, 1861,	George L. Riggs,
November 18, 1865,	November 23, 1918,
November 16, 1867	November 28, 1922
Board of County Commissioners	F. W. Brockhouse,
Samuel M. Martin,	November 15, 1926,
November 19, 1873	November 18, 1930,
	November 20, 1934

## Recorders

(In 1848 the circuit clerk became  
ex-officio recorder)

Dennis Rockwell,	Josiah M. Lucas,
February 15, 1823	August 18, 1843,
James M. McKinnoy,	October 19, 1843
August 17, 1835,	James Maxwell,
August 17, 1839	August 11, 1847

---

\* The first county clerks were appointed until 1837. A fire on December 6, 1827 destroyed the courthouse and records from beginning of county in 1823. On page 1 of the Records of Commissioners' Court, v. A, December 17, 1827, the treasurer is ordered to pay fifty dollars to Dennis Rockwell, clerk of the court, to buy books and stationery. Rockwell served until his successor was elected in 1837.



Circuit Clerks (and Recorders)  
(Prior to 1848, circuit clerk appointed by circuit judges)

Charles Hardin,  
 September 4, 1848,  
 November 23, 1852,  
 November 14, 1856,  
 November 6, 1860 (elected)  
 Benjamin F. Bristow,  
 November 18, 1863  
 Stephen Sutton,  
 December 1, 1864  
 Geo. W. Clarke,  
 November 13, 1868  
 Joseph W. Caldwell,  
 November 29, 1872  
 John N. Marsh,  
 November 16, 1876,  
 December 4, 1880,  
 November 13, 1884  
 John F. Clark,  
 December 3, 1888,  
 November 22, 1892

Charles L. Hayden,  
 December 7, 1896,  
 November 30, 1900,  
 November 26, 1904  
 John A. Rowlings,  
 November 14, 1908  
 Eugene D. Pyatt,  
 November 27, 1912  
 C. W. Boston,  
 November 21, 1916  
 F. E. Wanamaker,  
 November 27, 1920,  
 November 20, 1924  
 G. Leonard Hills,  
 November 21, 1928  
 Frank F. McCarthy,  
 November 26, 1932,  
 November 21, 1936

Judges of Probate and Probate Justices of the Peace  
(In 1849 the probate justice is succeeded by the county  
judge as ex-officio judge of the probate court)

Judges of Probate\*

Milton Ladd,  
 February 17, 1823  
 Aaron Wilson,  
 January 15, 1824  
 A. Wilson  
 January 18, 1825

Probate Justices of  
the Peace

Mathew Stacy,  
 September 11, 1837  
 D. P. Henderson,  
 August 28, 1839  
 Mathew Stacy,  
 August 23, 1843,  
 August 2, 1847 (elected)

County Judges

James Berdan,  
 November 30, 1849,  
 November 25, 1853

Joseph J. Cassell,  
 November 21, 1857

---

\* No state records for judges of probate after 1825. A. Wilson or Aaron Wilson is shown as judge of probate paying rent for room in courthouse from July 15, 1834 to March 1, 1836; and Samuel S. Ball then rents the same space for one year, Records of Commissioners' Court v. B, p. 114.



County Judges (cont.)

Sidney S. Duncan,  
November 19, 1861  
Herbert G. Whitlock,  
November 18, 1865  
Edward Scott,  
November 16, 1869  
Edward P. Kirby,  
November 26, 1873,  
December 1, 1877  
M. Q. Layman,  
December 1, 1882  
Owen P. Thompson,  
December 6, 1886,  
November 26, 1890  
Richard Yates,  
December 1, 1894  
(resigned September 11, 1897)

Charles A. Barnes,  
November 9, 1897,  
November 30, 1898,  
November 21, 1902  
Francis E. Baldwin,  
December 1, 1906  
Edward R. Brochouse,  
November 26, 1910  
William E. Thomson,  
November 16, 1914  
Paul Samuel,  
November 20, 1918,  
November 28, 1922  
James M. Barnes,  
November 16, 1926,  
November 22, 1930  
Wm. E. Thomson,  
November 22, 1934

Associate Justices

(Two together with county judge  
administered county business, 1849 to 1873)

S. S. Duncan, David S. Hodges,  
November 6, 1849  
J. R. Bennett, J. B. Duncan,  
November 25, 1853  
Andrew J. Tompon,<sup>1</sup> George B. Waller,  
November 19 and 21, 1857

Stephen Dunlap, Nathan Hart,  
November 19, 1861,  
November 7, 1865  
Job W. English, John Hardin,  
November 2, 1869

Sheriffs

(County collectors to 1839 and 1844 to date<sup>2</sup>)

Willie Green,  
April 2, 1823,  
August 2, 1824 (elected),  
December 11, 1826  
Samuel T. Mathews,  
September 11, 1828,  
September 2, 1830  
William Orcar,  
August 20, 1832,  
August 22, 1834

A. Dunlap,  
September 5, 1838  
Ira Davenport,  
August 13, 1840  
Alexander Dunlap,  
August 11, 1842  
William Green,  
August 12, 1844

- 
1. Recorded as Thompson, Records of Commissioners' Court (county court), v. E, p. 444.
  2. Alexander Dunlap appointed collector March 13, 1839, and James H. Lurton appointed March 13, 1840. Records of Commissioners' Court, v. B, p. 357, 456. James H. Lurton appointed March 5, 1841, and William G. Johnson appointed for two years March 10, 1842. Ibid., v. C, p. 68, 149.





Sheriffs (cont.)

Ira Davenport,  
August 9, 1845,  
August 27, 1846,  
August 22, 1848  
Jonathan Neeley,  
November 2, 1850  
Martin H. Cassell,  
November 23, 1852  
Cynis Mathews,  
November 14, 1854  
Charles Sample,  
November 10, 1856  
Issac S. Hicks,  
November 18, 1858  
Edward Scott,  
November 14, 1860  
Andrew J. Bradshaw,  
December 20, 1862  
Smith M. Palmer,  
December 1, 1864  
Sylvester L. Moore,  
November 19, 1866  
Isaac S. Siever,  
November 13, 1868  
Benjamin Pyatt,  
November 16, 1870  
William Broadwell,  
November 29, 1872  
Irvin Dunlap,  
November 12, 1874,  
November 13, 1876,  
December 2, 1878

William H. Hinricksen,  
December 1, 1880  
William C. Wright,  
December 1, 1882  
George Jameson,  
December 6, 1886  
James F. Seef,  
November 26, 1890  
Hardin Cox,  
November 28, 1894  
Charles H. Widmayer,  
November 22, 1898  
Henry J. Rodgers,  
November 21, 1902  
Charles B. Graff,  
November 26, 1906  
Walter B. Rogers,  
November 29, 1910  
Grant Graff,  
December 4, 1914  
W. H. Weatherford,  
November 20, 1918  
Thomas O. Wright,  
November 27, 1922  
Grant Graff,  
November 16, 1926  
Fletcher J. Blackburn,  
November 26, 1930  
Kenneth Woods,  
November 20, 1934

Coroners

James Deaton,  
April 2, 1823,  
September 3, 1824,  
October 1, 1824  
Philip Aylesworth,  
September 28, 1825  
William Jarred,  
September 11, 1828,  
August 21, 1830  
Jacob Redding,  
August 20, 1832  
Anthony Arnold,  
November 7, 1834,  
August 23, 1838

E. A. Mears,  
December 9, 1839  
Robert S. Anderson,  
August 13, 1840  
Samuel L. Reaugh,  
August 5, 1842  
James Holmes,  
August 12, 1844  
D. C. Creamer,  
August 9, 1845,  
August 27, 1846,  
August 23, 1848  
Timothy Chamberlain, Jr.,  
November 2, 1850,  
November 23, 1852



## Coroners (cont.)

James Mitchell,	John R. Knollenberg,
November 14, 1854,	December 1, 1884,
November 10, 1856	December 3, 1888
John Selby,	Henry McDowell,
November 30, 1858	November 29, 1892
Samuel S. Doris,	John H. Spencer,
November 14, 1860	December 7, 1896
Edward C. Drew,	John G. Reynolds,
December 16, 1862	November 30, 1900
Field Sample,	John H. Spencer,
November 8, 1864 (elected),	November 22, 1904
November 24, 1866	Louis Piepenbring,
John H. Gruber,	November 21, 1908
November 16, 1868	George V. Skinner (vice
Henry Lawler,	Piepenbring resigned),
November 17, 1870	November 23, 1910
Machael Carney,	George W. Wright,
November 19, 1872	November 18, 1912
Theodore Allen,	Charles A. Rose,
November 12, 1874	November 29, 1916,
Philip Brown,	December 3, 1920
November 21, 1876	C. S. Young,
Daniel Riley,	November 20, 1924,
December 1, 1878,	November 26, 1928
December 1, 1880	O. E. Sample,
Alfred A. Hocking,	November 23, 1932,
December 1, 1882	November 21, 1936

## State's Attorneys

(Prior to 1849 elected by General Assembly;  
1849 to 1872, elected by circuit district electorate)

Harrison O. Cassell,	Bert A. Van Winkle,
November 29, 1872	November 26, 1904
James N. Brown,	Robert Tilton,
November 24, 1876	November 24, 1908,
Edward L. McDonald (to fill out	November 22, 1912
Brown's unexpired term),	Wm. N. Hairgrove (to fill
November 9, 1878,	vacancy, death of Tilton),
December 4, 1880	April 27, 1916
Charles A. Barnes,	Carl E. Robinson,
November 13, 1884,	November 28, 1916,
December 3, 1888	November 19, 1920
Felix D. McAvoy,	Hugh Green,
November 22, 1892	November 20, 1924,
J. Marshall Miller,	November 21, 1928
December 7, 1894,	Wilford H. Absher,
November 3, 1896 (elected)	November 18, 1932
Thomas F. Smith,	Oscar C. Zachary,
November 30, 1900	November 21, 1936





## Treasurers\*

(Ex-officio assessors to 1839,  
1844 to 1872, and 1873 to date<sup>1</sup>)

Amos G. Philips,	William H. Wright, <sup>3</sup>
August 7, 1837 (elected)	November 4, 1873,
C. Ludlun, <sup>2</sup>	November 10, 1875,
August 5, 1839 (elected)	December 1, 1877,
James H. Lurton,	December 1, 1879
August 7, 1843 (elected),	Irwin Dunlap,
August 2, 1847 "	December 1, 1882
William G. Johnson,	Daniel Bohan,
November 6, 1848 (elected),	December 6, 1886
November 6, 1849 " ,	Thomas Dabyns,
November 8, 1853 " ,	November 26, 1890
November 21, 1857	John H. Van Winkle,
Thomas J. Caldwell,	November 28, 1894
November 30, 1859	Henry J. Rogers,
James H. Laston,	November 22, 1898
November 15, 1861,	John W. Clary,
November 18, 1863,	November 24, 1902
November 7, 1865	Walter B. Rogers,
Geo. W. Fanning,	November 26, 1906
November 2, 1869	Jerry Cox,
	November 28, 1910

- 
- \* The first county treasurers were appointed until 1837. A fire on December 6, 1827 destroyed records from beginning of county in 1823. Stephen Spencer is recorded as outgoing treasurer, March 5, 1829, and Jacob Redding had been appointed treasurer, March 4, 1829, Records of Commissioners' Court, v. A, p. 65,62. In the same record volume, Elam Brown is shown as appointed March 11, 1831, p. 178; Joseph Reynolds, March 8, 1832, p. 260; John Green, March 6, 1833, p. 325; and Equillar Hall, treasurer, submitting settlement with late treasurer, March 4, 1835, p. 462. John Green was appointed March 12, 1836, and Amos G. Philips, March 10, 1837, *ibid.*, v. B, p. 71,166.
1. William T. Givens and Richard Nelson appointed assessors March 12, 1839, of "1st and 2nd Assessors' Districts," Records of Commissioners' Court, v. B, p. 353. In the same record volume, p. 457, Joseph H. Bates, William Peterfish, Jacob Talkington, and E. W. Hamer were appointed assessors March 13, 1840. In volume C, James L. Martin was appointed assessor March 5, 1841, p. 68; William French, March 10, 1842, p. 149; and John T. Jones, April 3, 1843, p. 252.
  2. John Green is recorded as treasurer-elect presenting bond of \$12,000 September 14, 1839, Records of Commissioners' Court, v. B, p. 362. The reason for this discrepancy in names cannot be ascertained.
  3. W. H. Wright is recorded as the new treasurer, December 18, 1871, County Court Record, v. G, p. 446.



## Treasurers (cont.)

William A. Masters,  
December 4, 1914  
Grant Graff,  
November 20, 1918  
W. H. Weatherford,  
November 27, 1922

George L. Riggs,  
November 15, 1926  
Lee Stice,  
November 24, 1930  
W. H. Self,  
November 20, 1934

Superintendents of Schools\*  
(School commissioners to 1865)

John T. Jones,  
August, 1841 (elected)  
Joseph Cassell,  
August 7, 1843 (elected)  
Henry Dusenberry,  
August 4, 1845 (elected)  
Henry B. McClure,  
August 2, 1847 (elected),  
November 6, 1849  
Horace Spalding,  
November 5, 1850 (elected),  
November 4, 1851 "  
W. Catlin,  
December 24, 1853  
Newton Bateman,  
November 21, 1857  
John T. Springer,  
November 30, 1859,  
November 5, 1861 (elected)  
Samuel M. Martin,  
November 18, 1863,  
November 7, 1865 (elected  
superintendent of schools),  
November 2, 1869 (elected)  
Henry Higgins,  
November 4, 1873 (elected),  
November 7, 1877 "

Christopher M. Sevier,  
December 15, 1881,  
December 1, 1882  
Alfred L. Lynn,  
December 6, 1886  
Harry C. Montgomery,  
November 26, 1890  
Hart A. Withee,  
November 28, 1894  
Frank A. Johnson,  
November 22, 1898,  
November 24, 1902  
Harry C. Montgomery,  
February 17, 1904 (vice Frank  
A. Johnson, deceased),  
November 26, 1904,  
November 26, 1906,  
November 23, 1910  
Herbert H. Vasconcellos,  
August 3, 1914 (vice  
Montgomery, deceased),  
December 4, 1914,  
November 20, 1918,  
August 14, 1923,  
November 2, 1926 (elected),  
August 3, 1931  
Victor H. Sheppard,  
July 26, 1935

---

\* Prior to 1829, three trustees were appointed or elected in each township to supervise sale of school lands (section 16 in each township); Jonathan Piper, Daniel Rankin, John Wivres were appointed March 7, 1828 in township 14 north, range 13 west, and William Rodgers, Colman Deathrags, David Watkins were appointed June 2, 1828 in township 13 north, range 8 west. Records of Commissioners' Court, v. A, p. 16,22. The revised laws of 1829 provided that an agent or commissioner be appointed to handle sale of school lands. In the first commissioners' record volume, p. 202, William Thomas is shown appointed as agent June 8, 1831; on page 465, John T. Jones is recorded as appointed school commissioner March 6, 1835.



## Surveyors

(Beginning September 1936, surveyor  
appointed by board of county commissioners)

Johnson (John, Johnston) Shelton,  
January 29, 1824,  
January 10, 1825,  
June 8, 1825,  
January 23, 1826,  
August 17, 1835,  
A. M. Sweet,  
August 17, 1839  
Henry Saunderson,  
December 13, 1839  
Johnson Shelton,  
August 18, 1843  
W. B. Warren,  
August 9, 1845  
George M. Richards,  
August 11, 1847  
Harvey Routt,  
November 30, 1849,  
November 10, 1851,  
Geo. M. Richards,  
December 24, 1853  
Charles Packard,  
November 13, 1855  
William S. McPherson,  
January 6, 1858  
Zenos F. Moody,  
March 13, 1860  
William S. McPherson,  
November 19, 1861,  
November 18, 1863,  
November 1, 1865 (elected),  
November 2, 1869 "

Christ C. Robbins,  
December 2, 1870  
William H. Rowe,  
November 10, 1875  
James Cain,  
December 1, 1879  
Thomas D. Richardson,  
December 1, 1884  
Geo. W. Riley,  
December 3, 1888,  
November 8, 1892 (elected),  
November 28, 1894  
John Smitters,  
November 3, 1896 (elected),  
November 22, 1898  
William Camm,  
November 13, 1900  
Jerre Tankersley,  
November 22, 1904  
Earl M. Henderson,  
November 3, 1908 (elected),  
November 5, 1912 " ,  
November 7, 1916 " ,  
Charles H. Harney,  
November 2, 1920 (elected),  
November 4, 1924 " ,  
November 6, 1928 " ,  
H. L. Roberts,  
November 8, 1932 (elected)  
W. J. Casler<sup>1</sup>

---

1. Name included in Official List of State and County Officers of Illinois, compiled by Edward J. Hughes (Printed by authority of the State, 1938), p. 38.





### 3. HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

Built in 1868, the seventy-year old courthouse of Morgan County in Jacksonville reflects the influence of the French Renaissance style of architecture in its dormer-windowed twin towers in the arched and round windows, and in the pillared and arched front entrance. Stone, brick, concrete, steel, and wood were used in its construction, but the building is not fireproof. Only five percent of the records are housed in fireproof vaults. The structure, two stories with an attic, is 50 feet in height, 75 feet in width, and 128 feet in length. The east tower is 25 feet higher than the main part of the courthouse while the west tower is 40 feet higher.

Contract to build this courthouse was let to Charles R. Underwood of Shelbyville, Illinois, September 30, 1867, he being the lowest bidder (\$147,000).<sup>1</sup> This is the third courthouse in the history of the county. The first courthouse was burned in 1827 and the earliest records were destroyed; one volume, however, a record of deeds was saved, because the recorder Dennis Rockwell had taken the volume home to do work upon it. The second courthouse was built with brick and completed in 1830. An order was made October 25, 1869 that this courthouse be abandoned on the eleventh day of November and the new courthouse be declared to be the legal courthouse of Morgan County.<sup>2</sup> While improvements and repairs have been made from time to time, the depositories for the largest bulk of records are crowded to capacity. These depositories include the county clerk's vault, the circuit clerk and recorder's offices, the treasurer's office and vault, and the sheriff-collector's office. Of the two store-rooms in the attic, the north room is crowded; no records are shown as being filed in the south room. Atmospheric conditions are poor in the north room and there is considerable soot and dirt. Elsewhere, though, depositories are free from any appreciable amount of dust.

The offices and all records of the county and probate clerk, circuit clerk and recorder, sheriff and collector (who also has an office and a limited number of record volumes in the county jail), treasurer and assessor, state's attorney, superintendent of schools, county department of public welfare, and the county nurse are located in the courthouse. The superintendent of highways has an office in the courthouse but does not keep any records. Highway records are kept by the county clerk and the treasurer. The surveyor has no office and his records are deposited in the recorder's office. The coroner has his office and keeps seventy-five percent of his records at his home at 748 West Douglas Avenue, Jacksonville; the remaining coroner's records are found in the county clerk's office. All the records

---

1. County Court Record, v. G., p. 59.

2. Ibid., p. 247.



of the county home are kept in the superintendent's office on the first floor. The county home is located seven miles northwest of Jacksonville, served by rural free mail delivery. In the office of the superintendent of the Morgan County tuberculosis sanitarium, referred to as the Oak Lawn Sanatorium, one mile east of Jacksonville, are kept all the records of this institution. Both the county home and the tuberculosis sanitarium were built at approximately the same time as was the courthouse, the county home in 1866, and the sanitarium in 1872.

The county and probate clerk's office, office annex, and vault occupy the southeast section of the first floor, the office being situated between the annex and the vault. The office, 22 feet by 23 feet in size, has two large windows; natural lighting is supplemented by electric lighting. The floor is of wood, the ceiling is covered with metal, and walls are of plaster. One percent of the clerk's records are filed in steel cabinets arranged along the east and west walls. Crowding is not a factor at present, and room for expansion is available. Consultants of records will find conveniences here as well as in the office annex and vault. The office annex is a smaller room, 16 feet by 22 feet, and is lighted by one large window. No filing equipment is maintained in this room, and only three record volumes were found deposited here. The greatest percentage of the county clerk's records, or seventy-three percent, are housed in the vault which is in the east tower. This depository is also used as a workroom. The area is about 828 square feet, the room not being exactly rectangular in shape. A circular steel stairway in the northwest corner leads to the basement. Steel roller type shelving and file boxes line the four walls of the vault. Three windows, twelve feet by three feet afford good working light, in addition to which there is electric light. Freedom from dirt and dust distinguishes the records housed in this depository. Here also are kept the records of the drainage commissioners, and one percent of the records of the superintendent of schools. In the treasurer's office vault are twelve percent of the county clerk's records; in the sheriff's office are seven percent; while four percent are in the basement storeroom; and three percent in the north storeroom on the third floor.

The storeroom in the basement originally was 24 feet square, and has a concrete floor, plaster walls, and metal ceiling. This room is also used by the county relief office and a space 9 feet by 11 feet has been partitioned off for their private use. A short distance from the entrance to the storeroom is the circular stairway leading to the county clerk's vault and workroom. At times this storeroom has been used for common storage by the county and circuit clerks, sheriff, treasurer, but only the county clerk had records filed here at the time of the Inventory. Wood shelving, along the south and west walls, hold 150 feet of bound volumes; there are 80 feet of unbound materials in 10-inch deep file boxes. Lighting is satisfactory as are the accommodations for those using the records. The room is crowded and there is no room for expansion. Some dust and dampness mitigate against the best preservation of the records housed here.





The north storeroom and the south storeroom on the third or attic floor are on the east side and are separated by the stairway. Both storerooms are the same in size, 26 feet by 16 feet. No records are housed in the south storeroom, as there is no filing equipment, but the north storeroom is crowded. This storeroom contains three percent of the county clerk's records, less than one percent belonging to the circuit clerk or six volumes, thirty-seven percent of the sheriff-collector's records, and two percent of the treasurer-assessor's files. One hundred and sixty-eight feet of wood shelving along the north and west walls are not sufficient to hold all the record volumes. Twenty feet of unbound material are contained in 12-inch deep file boxes, and the balance is in eight sacks. Natural light is admitted through one window, but the artificial gas light is poor. Atmospheric conditions are not favorable; dust and soot have accumulated, and dampness too, is evident. No accommodations are provided for individuals wishing to investigate the records.

Occupying the greatest portion of the space on the west side of the first floor are the rooms used by the circuit clerk, and recorder in an ex-officio capacity. There are three rooms, the circuit clerk's office, the recorder's office, and an office annex. The office, in the northwest corner, is 19 feet by 23 feet and is well lighted by three large windows. Steel roller type shelving is found along the north, west, and south walls. There are 125 feet of bound volumes, and 150 feet of unbound material in a wood cabinet which represent thirty-one percent of the circuit clerk and recorder's records. This office is crowded but facilities for record users are good.

The recorder's office is the largest room, 32 feet by 25 feet with steel roller type shelving and steel file boxes arranged along all four walls. All physical conditions are satisfactory but additional space and equipment are needed. Fifty percent of the circuit clerk and recorder's records are filed here of which twenty-six percent are records kept by the circuit clerk as recorder. Provisions for consultants of the records are good here but not in the office annex. This room is only 12 feet by 25 feet in size with steel shelving along the south wall. The 154 feet of bound volumes and the same footage of unbound materials constitute eighteen percent of the records. More filing equipment would be of considerable advantage in the filing of records. The final one percent of the circuit clerk's records is found in various locations, in the circuit courtroom on the second floor are five volumes, in the north storeroom in the attic are six volumes, and in the old age assistance office on the second floor is one file box.

The sheriff in Morgan County serves as ex-officio county collector and has an office in the courthouse on the first floor as well as an office on the first floor of the county jail. Sixty-four percent of the sheriff's records pertain to the collection function of his office. His office in the courthouse is 23 feet by 20 feet and receives natural light from three large windows. Steel shelving and file boxes fit against the east and south walls. These records receptacles hold thirty-six percent of the sheriff's files and seven percent of those kept by the county clerk. This



room is crowded and additional space and equipment would expedite filing of records. Good accommodations prevail for record consultants. Besides the records kept in his office, the sheriff keeps twenty percent in the treasurer's office vault, thirty-seven percent in the north storeroom in the attic, and seven percent in the county jail. The jail is a two-story stone, brick, and concrete building, erected in 1880, but today is in need of repair. The sheriff's office on the first floor is 12 feet by 24 feet, well lighted, but containing only a desk, on which four record volumes are filed, and three chairs. Installation of proper filing equipment is needed to assure care and preservation of the records.

Adjacent to the circuit clerk's office annex is the office of the treasurer and assessor, in which a brick vault has been built. The office is 24 feet by 22 feet, and the vault is 7 feet by 5 feet. Two windows admit ample natural light into the office, and other physical factors also are satisfactory. Steel roller type shelving and wood file drawers hold forty-eight percent of the treasurer's records. There is little room remaining for filing of records and additional space and equipment are essential to efficiency. Conveniences, though, for researchers into the records are good. The vault, too, is crowded. Wood shelving has been built along all walls but the west. Fifty percent of the treasurer's records are housed here as well as twelve percent of the county clerk's records, and twenty percent of the sheriff's records. Two percent of the treasurer's records are housed in the north storeroom in the attic. There is no room for accommodations for record users in this vault, and the estimate is that fifty percent more space and equipment are needed for proper housing of records.

One remaining office on the first floor is that of the state's attorney. The office is divided by a partition and records are kept in the east office which is 15 feet by 11 feet. This office is lighted by one large window, and has the advantage of not being crowded for space. All the records of the state's attorney are filed in one file drawer. Good accommodations exist for record users. The west office is used as a private office.

The superintendent of schools has an office and a workroom on the second floor. The office, 20 feet by 22 feet, has three large windows while the workroom, 16 feet by 25 feet, has only one. In the office, along the north, east, and west walls on 75 feet of wood shelving are 50 feet of bound volumes and 25 feet of unbound materials which make up ninety-six percent of the superintendent's records. Room for expansion is available should need arise. Facilities for those desiring to peruse the records are plentiful both in the office and in the workroom. Shelving in the workroom is arranged similarly to that in the office, but holds only three percent of the records. The final one percent of the superintendent's records is housed in the county clerk's vault on the first floor.

The office of the superintendent of highways, 20 feet by 23 feet, is on the second floor.





The county department of public welfare, division of old age assistance, occupies an office space 12 feet by 25 feet with an additional 300 square feet for service purposes. Light enters the rooms through two large windows, 28 square feet in area. All records of this department are filed in three steel cabinets arranged along the west wall in the office. Included in these files are papers belonging to the circuit court dealing with juvenile probation. Crowding is not a factor here, and conveniences for record users are most desirable.

The county nurse has her office and all records in the basement in the county health department. This room is 14 feet by 26 feet and has good natural lighting as well as artificial light. Records are filed in two steel drawers. Two desks and four chairs provide facilities for consultants of records.

The county coroner has his office and keeps seventy-five percent of his records at his home at 748 West Douglas Avenue. This brick home built in 1890 is two stories in height, and the coroner uses a front room on the first floor for his office. All physical conditions are excellent as are the accommodations for persons desiring to see the records. Twenty-five percent of the coroner's records are filed in the county clerk's office in the courthouse.

The county home is situated seven miles northwest of Jacksonville on a rural free delivery route. The original county farm bought in 1842 was sold in 1866 as the land became too valuable, due to the growth of the city of Jacksonville. The present farm consists of two hundred acres, and the county home is solidly built of stone, brick, and wood. The superintendent's office is in room one on the first floor; it is 20 feet by 18 feet in size and is pleasantly lighted by three windows; other physical conditions also are satisfactory. All records are kept on a wood shelf on the east wall. Conveniences are available to users of records.

The county tuberculosis sanitarium is located one mile east of Jacksonville. It was built in 1872 of stone, brick, and wood, and has two full stories, and a basement. The building is 35 feet in height, 200 feet in width, and 50 feet deep. The office of the superintendent is on the first floor and all of his records are kept in steel and wood filing cabinets along the north and south walls. Lighting and other physical factors are excellent, and room is available for expansion when necessary. Record users will find adequate conveniences for their work.

In conclusion it may be stated that considerable skill has been exercised to make the best use of the space available in the courthouse of Morgan County. The bulk of records, though, demand more space and equipment. This space is available in the attic, but well-constructed storage

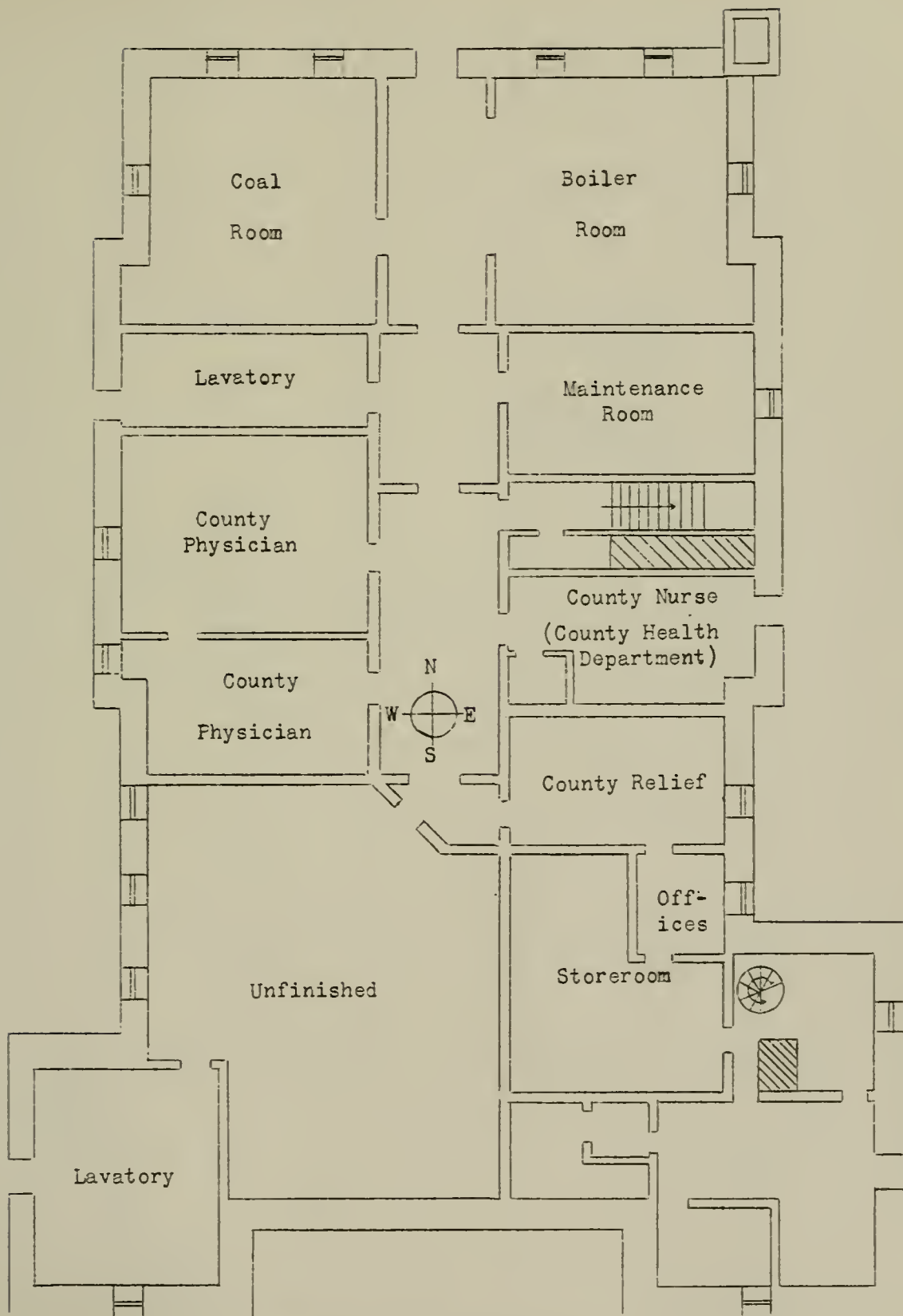




rooms should be built that would keep out dust, soot, and dampness. The two storage rooms now built in the attic are in poor condition. Fireproof vaults could be built in the basement, but certain offices and public facilities now occupying space there would have to be moved to the attic where necessary rooms and equipment would need to be provided. These improvements would tend to promote better preservation of the records and to provide extra room for office purposes.

With the exception of the few early records destroyed by fire in the first courthouse, no other fires or floods have destroyed any of the records. The gaps existing in record dates are nominal, and may be attributed to changes in administration or in systems of keeping records. Indexing and filing, as carried out in the records of Morgan County, correspond in the main with the systems and practices generally adopted by the great majority of Illinois counties.

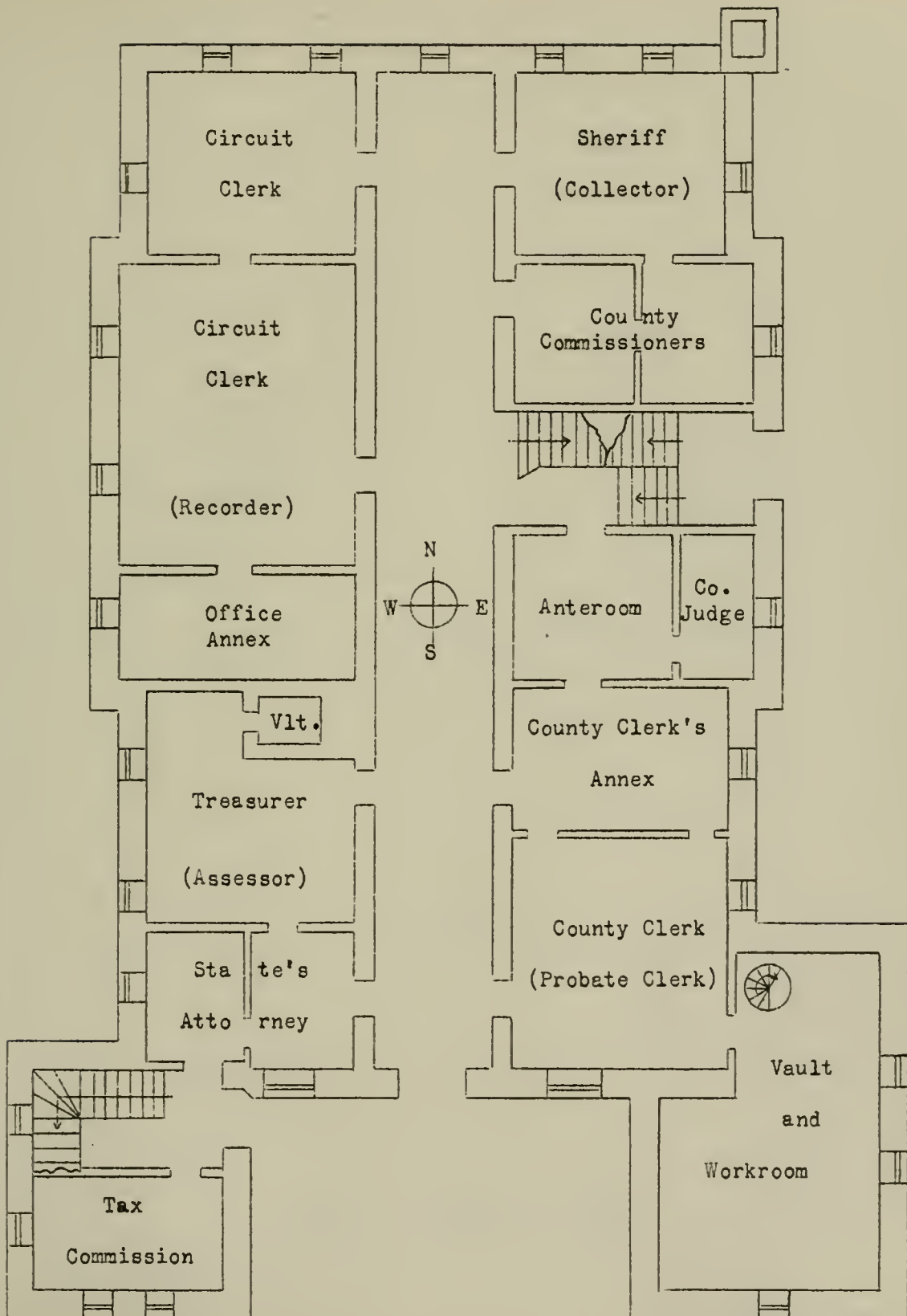




MORGAN COUNTY COURTHOUSE  
BASEMENT

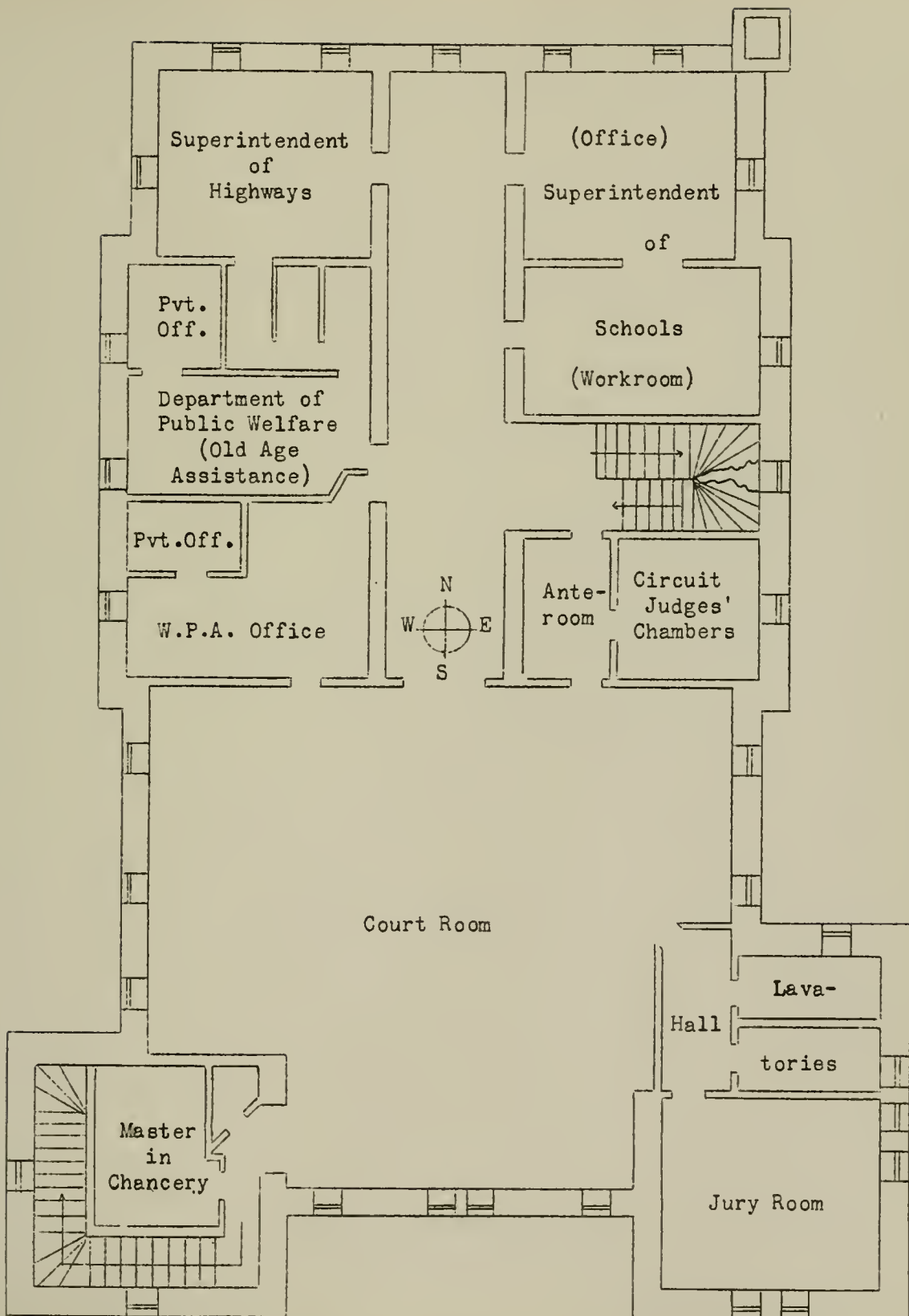






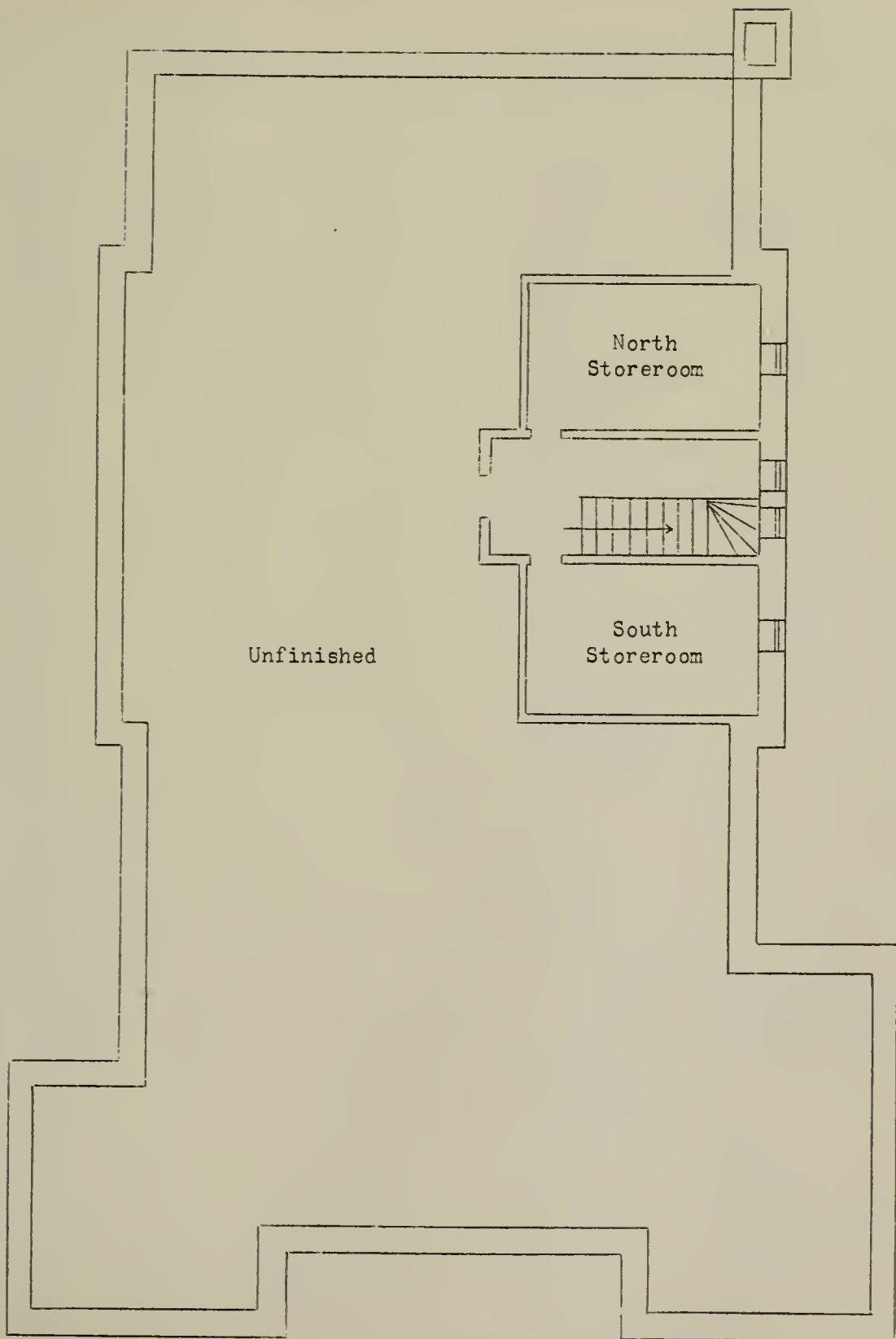
MORGAN COUNTY COURTHOUSE  
FIRST FLOOR





MORGAN COUNTY COURTHOUSE  
SECOND FLOOR





MORGAN COUNTY COURTHOUSE  
ATTIC





#### 4. ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

alph.	alphabetical(ly)
app.	appendix
arr.	arranged (arrangement)
Art.	Article
assr.	assessor
atty.	attorney
aud.	auditor
bd.	board
bdl.	bundle(s)
bldg.	building
bsmt.	basement
cf.	confer (compare)
ch.	chapter(s)
chron.	chronological(ly)
cir.	circuit
clk.	clerk
co.	county
coll.	collector
cont.	continued
cor.	coroner
ct.	court
dept.	department
f.b.	file box(es)
f.d.	file drawer(s)
fl.	floor
fm.	form
ft.	feet
hdgs.	headings
hdw.	handwritten
hwys.	highways
ibid.	ibidem (in the same place)
i.e.	id est (that is)
Ill.	Illinois Reports (Supreme Court)
Ill. App.	Illinois Appellate Court (Reports)
Ill.S.A.	Illinois Statutes Annotated
in.	inch(es)
L.	Laws (of Illinois)
mi.	mile(s)
no.(s)	number(s)
N.W.	Northwestern Reporter
off.	office
op. cit.	opere citato (in the work cited)
p.	page(s)
pr.	printed
pro.	probato
rec.	recorder
R.L.	Revised Laws (of Illinois)
rm.	room
R.S.	Revised Statutes (of Illinois)
sch.	school(s)



Abbreviations, Symbols, and  
Explanatory Notes

sec.....	section(s)
sep.....	separate
Sess.....	Session
sh.....	sheriff
Sp.....	Special
strm.....	storeroom
supt.....	superintendent
surv.....	surveyor
treas.....	treasurer
twp.(s).....	township(s)
U.S.R.S.....	United States Revised Statutes
U.S.S.....	United States Statutes
v.....	volume(s)
vet.....	veterinarian
vice.....	in place of
vlt.....	vault
---	current

1. Despite inaccuracies in spelling and punctuation, titles of records are shown in the inventory proper exactly as on volumes and file boxes. The current or most recent title is used as the title of the entry.

2. Explanatory additions to inadequate titles and corrections of erroneous titles are enclosed in parentheses and have initial capitals.

3. In the absence of titles, supplied titles are capitalized and enclosed in parentheses.

4. In the title set-up, letters or numbers in parentheses indicate the exact labeling on volumes or file boxes. If the volumes or file boxes are unlabeled, no labeling is indicated.

5. Title line cross references are used to complete series for records kept separately for a period of time, and in other records for different periods of time. They are also used in all artificial entries - records which must be shown separately under their own proper office or section heading even though they are kept in files or records appearing elsewhere in the inventory. In both instances, the description of the master entry shows the title and entry number of the record from which the cross reference is made. Dates shown in the description of the master entry are only for the part or parts of the record contained therein, and are shown only when they vary from those of the master entry.

6. Separate third paragraph cross references from entry to entry, and "see also" references under subject headings, are used to show prior, subsequent, or related records which are not part of the same series.

7. Unless the index is self-contained, an entry for the index immediately follows its record entry. Cross references are given for exceptions to this rule.

8. Records may be assumed to be in good condition unless otherwise indicated.

9. On maps and plat records, the names of author, engraver, and publisher, and information on scale have been omitted only when these data were not ascertainable.

10. Unless otherwise specified, all records are located in the county courthouse.





# I. COUNTY BOARD

In Illinois, the county board is that body which exercises the corporate or politic power of the county.<sup>1</sup> In Morgan County since 1823<sup>2</sup> three bodies have successively acted as a county board: the county commissioners' court, the county court, and the board of county commissioners.

The Constitution of 1818 provided that there should be elected in each county, for the purpose of transacting all county business, three commissioners whose term of service, powers, and duties should be regulated and defined by law.<sup>3</sup> The first General Assembly denominated the commissioners a court of record, styled the county commissioners' court.<sup>4</sup> Four annual sessions were required to be held for six days each, unless the business should be completed sooner; additionally, any one of the commissioners had power, upon giving five days notice to the remaining commissioners and the clerk of the court, to call a special court which had the same authority as at a regular session.<sup>5</sup> The first commissioners were elected for an irregular term;<sup>6</sup> subsequently, it was provided that they should be elected at each biennial general election.<sup>7</sup> In 1837, the term was lengthened to three years and staggered, with one new commissioner elected annually.<sup>8</sup> Thereafter, the commissioner who was longest in office was to be recognized as the presiding officer of the court.<sup>9</sup> Compensation, originally set at the sum of \$2.50 for each day's attendance in holding court,<sup>10</sup> later was reduced to \$1.50.<sup>11</sup> In 1821 provision was made for the

- 
1. R.L.1827, p. 107; R.S.1845, p. 130; R.S.1874, p. 306.
  2. Morgan County was created in 1823 (L.1823, p. 108-10).
  3. Constitution of 1818, Schedule, sec. 4.
  4. L.1819, p. 175.
  5. Ibid., p. 175,176.
  6. Ibid., p. 100. The commissioners were to continue in office from the election held on the fourth Monday in April, 1819 until the first Wednesday in August, 1820, and until their successors were elected and qualified. Not until 1821 was provision made for the election of such successors (L.1821, p. 80). In Morgan County the first commissioners were elected in March, 1823 and held office until August, 1824, and the next occurrence of a regular biennial election.
  7. L.1821, p. 80.
  8. R.L.1837, p. 103,104. In 1838, to initiate the new procedure, three commissioners were elected; by lot, they held office respectively for one, two, and three years.
  9. Ibid., p. 104.
  10. L.1819, p. 176.
  11. R.L.1827, p. 205.





removal of commissioners for malfeasance or nonfeasance of duties, with proceedings as in criminal cases;<sup>1</sup> when the first criminal code was enacted in 1827, the penalty was modified to a fine of not more than \$200, with removal from office only upon recommendation of the jury.<sup>2</sup> Vacancies resulting from any cause were filled by special election upon order of the clerk of the court to the district judges of election.<sup>3</sup>

In 1848 when the State of Illinois adopted a new constitution, the county commissioners' court was discontinued. In its place, the constitution provided for an administrative body to be composed of an elected officer, the county judge, and such number of justices of the peace as should be required by law.<sup>4</sup> In the following legislative session, the General Assembly provided for the election of two justices of the peace to sit with the county judge to transact county business.<sup>5</sup> Their term of office, like that of the county judge, was set at four years.<sup>6</sup> This body, styled the county court, was required to hold four sessions annually and when so sitting, had all power, jurisdiction, and authority formerly conferred upon the county commissioners' court.<sup>7</sup> The compensation of the county judge was originally set at \$2.50 for every day of holding court.<sup>8</sup> In 1855 the amount was increased to \$3.00.<sup>9</sup>

The new constitution also directed the General Assembly to provide by general law, for a township organization under which any county might organize whenever a majority of the voters in the county should so determine.<sup>10</sup> By provision of the subsequent enabling acts,<sup>11</sup> a board of supervisors, whose members were to be elected one in each township annually, was created to transact all county business in counties adopting township organization.<sup>12</sup> Morgan County, however, retained the county court as its governing body throughout the second constitutional period.

- 
1. L.1821, p. 20-22. Conviction further carried disqualification from holding office for one year.
  2. E.L.1827, p. 145.
  3. R.L.1837, p. 104. No election was required to be held if the term of the commissioner vacating office would have expired with six months from the date of vacancy.
  4. Constitution of 1848, Art. V, sec. 16,17,19.
  5. L.1849, p. 65,66.
  6. Constitution of 1848, Art. V, sec. 17; L.1849, p. 62,65,66.
  7. L.1849, p. 65.
  8. Ibid., p. 63.
  9. L.1855, p. 181.
  10. Constitution of 1848, Art. VII, sec. 6.
  11. L.1849, p. 190-224; L.1851, p. 35-78. The later law repealed and was a complete substitute for the earlier, but so far as their effect on the sphere of county government is concerned, there was almost no difference between the two.
  12. L.1849, p. 192,202-4; L.1851, p. 38,50-52.



In 1870, when a new state constitution was adopted, a further change occurred in the form of the county board. The new constitution, while continuing the provision for township organization,<sup>1</sup> created for all counties not adopting this plan a board of three commissioners, serving for three-year terms, to effect the administration of county business.<sup>2</sup> The legal status of this administrative body was further defined by legislation enacted four years later<sup>3</sup> which required the board to hold five regular sessions a year<sup>4</sup> and fixed the amount of compensation of the commissioners at \$3.00 for every day spent in the transaction of county business; additionally, the commissioners were allowed five cents per mile for all necessary travel.<sup>5</sup> The same act required the commissioners to take an oath which was to be filed in the office of the county clerk, and provided that they should receive their commissions from the Governor. At the December session in each year the board members were to elect one of their number chairman. Two members were constituted a quorum to do business.<sup>6</sup> These original provisions have not been changed since their enactment in 1874 with the exception of the amount of compensation allowed the members. Increased to \$5.00 a day in 1911,<sup>7</sup> it was lowered in 1933 to \$4.00, the present sum.<sup>8</sup> Five cents per mile has continued to be allotted for necessary travel.<sup>9</sup> In Morgan County the board of county commissioners has been the administrative body since the election of the first commissioners in 1873.

The functions of the Illinois county board, in contrast to its legal status, have undergone little change since the beginning of statehood, the development being merely one of accretion and increasing complexity of duties within a well-defined and nearly static sphere of authority and jurisdiction. The law establishing the court of county commissioners conferred upon it jurisdiction in all matters concerning county revenue.<sup>10</sup> Of this basic provision, nearly all other statutory powers of the court can be considered extensions; some, enunciated in the same law, already show such a legislative viewpoint. The court was given power to regulate

- 
1. Constitution of 1870, Art. X, sec. 5.
  2. Ibid., Art. X, sec. 6. The terms of the commissioners were staggered to permit the addition to the board of one new commissioner annually. To inaugurate this procedure, two of the first three commissioners to be elected were to serve shortened terms of one and two years respectively, the choice to be determined by lot.
  3. In 1874. See L.1873-74, p. 79,80.
  4. L.1873-74, p. 79. Special sessions could be called by the chairman or any two members of the board.
  5. L.1873-74, p. 79.
  6. Ibid.
  7. L.1911, p. 337.
  8. L.1933, p. 615.
  9. L.1911, p. 337; L.1933, p. 615.
  10. L.1819, p. 175.





and impose the county tax, and to grant such licenses as might also bring in a revenue; additionally, it was given authority over all public roads, canals, turnpike roads, and toll bridges.<sup>1</sup> Other legislation by the first General Assembly gave the court power to buy and sell lots whereon to erect county buildings and to contract for their construction;<sup>2</sup> later, in the case of the courthouse at least, the court was declared to have care and custody of the property and the right to make certain disposition of it.<sup>3</sup> Care of the indigent was also made a function of the court; it was required to make appropriations, to be levied and collected in the same manner as other county revenue, for their support. As an extension of this fiscal function, it was required to appoint an overseer of the poor in every township and establish a county poorhouse if necessary.<sup>4</sup> Fiscal control over school lands was exercised at first solely through the court's power of appointment of the trustees of school lands;<sup>5</sup> after the creation of the office of county school commissioner,<sup>6</sup> firmer control was effected through the medium of reports which the commissioner was required to submit to the court.<sup>7</sup> By the terms of another early provision, a significant precursor of many similar ones to be found in more recent years, the court also had authority to examine the full accounts of the commissioner.<sup>8</sup> Other aspects of government which, if farther removed from the fiscal core, come early into this jurisdictional sphere, are elections and juries. With regard to the former, the court was authorized to establish election precincts,<sup>9</sup> appoint judges of election,<sup>10</sup> and allow compensation to election officials for services and stationery.<sup>11</sup> Its duty in regard to juries was relatively simple; it was required to select two panels each of petit and grand jurors. The former were required to be enrolled on the list of taxable inhabitants; the latter, only to be freeholders or householders.<sup>12</sup>

- 
1. L.1819, p. 175.
  2. Ibid., p. 237,238.
  3. L.1843, p. 128.
  4. L.1819, p. 127; L.1839, p. 138,139.
  5. R.L.1827, p. 366.
  6. R.L.1829, p. 150.
  7. L.1831, p. 175; R.S. 1845, p. 500,501.
  8. L.1831, p. 175.
  9. L.1821, p. 74. There was in this law and many of those following, a limit to the number of precincts which could be established. See L.1825, p. 168; R.L.1827, p. 255; R.L.1829, p. 54; L.1835, p. 141. Prior to 1821, each township was declared by statute to constitute an election district (L.1819, p. 90).
  10. L.1819, p. 90.
  11. Ibid., p. 99.
  12. Ibid., p. 255; L.1823, p. 182.





The substitution of the county court for the county commissioners' court produced no important changes in the sphere of government; neither the second constitution nor the enabling legislation made any original pronouncements with regard to the powers or duties of the former. The constitution had stated that the county judge, with as many justices of the peace as the General Assembly should designate, was to hold terms for the transaction of county business and perform such other duties as the General Assembly should prescribe.<sup>1</sup> In 1849 the legislature provided that the county court, in its administrative capacity, should possess and exercise all the power, jurisdiction, and authority formerly conferred upon the county commissioners' court.<sup>2</sup> Later legislation clarified the jurisdiction of the court with respect to certain definite points in limited areas<sup>3</sup> but the general powers and duties of the court were not materially augmented, curtailed, or amended subsequent to 1849.

The Constitution of 1870 in creating the board of county commissioners left the jurisdiction of the board to be defined by the General Assembly.<sup>4</sup> Legislation enacted in 1874 declared the board to be the successor to the county court in relation to all matters concerning county affairs and gave it power to perform any act in reference to county government and business that the county court had previously been empowered to do.<sup>5</sup> From the revised statutes of 1874 is drawn the following brief statement of the principal functions of the county board:

1. The purchase, sale, and custody of the real and personal property of the county.
2. The examination and settlement of accounts against the county.
3. The issuance of orders on the county treasury in pursuance of its fiscal administration.
4. The examination of accounts concerning the receipts and expenditures of county officers.<sup>6</sup>

---

1. Constitution of 1848, Art. V, sec. 19.

2. L.1849, p. 65,66.

3. L.1853, p. 116 (limited amount of tax which could be levied by the county court for county purposes); *ibid.*, p. 211 (authorized county courts, subject to approval of county electorate, to cause pounds to be erected in the county precincts for sheep or swine found running at large); L.1863, p. 41 (empowered the county court to levy a special tax for removal of county indebtedness).

4. Constitution of 1870, Art. X, sec. 6.

5. L.1873-74, p. 79.

6. R.S.1874, p. 306,307.



5. The supervision of elections,<sup>1</sup> the selection of juries,<sup>2</sup> the construction and maintenance of roads and bridges,<sup>3</sup> and the care of the indigent, infirm, and disabled.<sup>4</sup>
6. The appropriation of funds necessary to the effecting of its functions,<sup>5</sup> the raising of such sums through taxation, and, in general, the management of county funds and county business.<sup>6</sup>

For counties not under township organization these principal functions of the board have undergone little change since 1874.<sup>7</sup>

At all times the county board has had a clerk who has served it in a ministerial capacity. The law creating the county commissioners' court provided that it should have such an officer, and gave it the power to appoint him.<sup>8</sup> This appointive power was rescinded in 1837 by an act which made the office elective.<sup>9</sup>

When the county court supplanted the county commissioners' court, the office of clerk of the latter body ceased to exist. A new office was created by statute, that of clerk of the county court, with term set at four years.<sup>10</sup> When the court sat for the transaction of county business, its clerk was in effect the clerk of the county board. Legal recognition of this distinction was given in the provision that the clerk should keep his records of the court's administrative actions separate from those of its judicial actions. For this purpose, two sets of books were to be kept.<sup>11</sup>

In 1870 the new constitution created the office of county clerk;<sup>12</sup> subsequently, the General Assembly provided that the county clerk should act as clerk of the county board<sup>13</sup> as well as ex-officio clerk of the county court.<sup>14</sup> From that time to the present, the board has been served in a ministerial capacity by this officer.

- 
1. R.S.1874, p. 456,468.
  2. Ibid., p. 630.
  3. Ibid., p. 310.
  4. Ibid., p. 757,758.
  5. In counties not under township organization appropriations for the erection of public buildings were required to be voted upon by the people of the county (ibid., p. 307).
  6. Ibid., p. 306,307.
  7. For a complete list of the present powers of the county and the county board, see R.S.1937, p. 928-33.
  8. L.1819, p. 175.
  9. R.L.1837, p. 49.
  10. L.1849, p. 63.
  11. Ibid., p. 66.
  12. Constitution of 1870, Art. X, sec. 8.
  13. R.S.1874, p. 322.
  14. Ibid., p. 260.



The major record kept by the clerk for the county board is the minutes of its proceedings. This heterogeneous record includes orders to issue warrants on the county treasury; the board's consideration of the action on reports of committees of its members on roads and bridges, indigent and infirm relief, schools, taxation, etc.; and its orders in regard to juries, licenses, and other matters within its jurisdiction.<sup>1</sup>

The clerk also keeps, separately, a register of orders issued on the county treasury and lists of jury venire; files and preserves all bills of accounts acted on by the board; and has custody of reports required to be made to the board by the county treasurer, various school bodies, and a number of county officers.<sup>2</sup> An obligation to preserve a multiplicity of other records is clearly set forth in the general provision requiring the clerk to have the care and custody of all papers appertaining to, as well as filed in, his office.<sup>3</sup>

#### Proceedings of Board

1. COUNTY BOARD RECORD, 1827--. 21 v..(A-U). Title varies: County Court Record; Records; Records of Commissioners' Court.

Record of proceedings of county commissioners' court, county court in its administrative capacity, and board of county commissioners, showing minutes of meetings, claims allowed, reports of committees and county officers, accounts, budget record, resolutions, and appointments, bonds, and oaths of county officers. Also contains Register of Warrants, 1827-79, entry 3; Blind Pension Record, 1916-27, entry 5; Record (Jury Lists), 1827-65, 1888--, entry 19; and (Docket of Rates and Amounts Wanted), entry 20. Arr. chron. Indexed alph. by title of subject. 1827-1920, hdw.; 1921--, typed. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

- 
1. L.1819, p. 5,6,28,77,127,334,335,352; L.1823, p. 145,148; L.1826, p. 130,131; R.L.1829, p. 126,132-37, 151-53; L.1831, p. 89,90; L.1835, p. 131,132,136; L.1839, p. 71,72; R.S.1845, p. 287,342, 403,437; L.1849, p. 66; L.1861, p. 234-37; R.S.1874, p. 323.
  2. L.1819, p. 201,315; L.1825, p. 147; R.L.1827, p. 366; L.1845, p. 169; R.S.1845, p. 136; L.1861, p. 237; R.S.1874, p. 325.
  3. R.S.1874, p. 322.





2. COMMUNICATIONS TO COUNTY BOARD (Resolutions), 1932--. 1 f.b.  
1828-1931 in (County Clerk's Miscellaneous Papers), entry 65A1.  
Resolutions of county board, showing names of principal and board members,  
cause, matter under consideration, and time and date of filing. Arr.  
chron. No index. Hdw. and typed. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

Disposition of Accounts  
(See also entries 267-285)

Registers of County Orders

3. REGISTER OF WARRANTS, 1880--. 15 v. (B-F). 1827-79 in County  
Board Record, entry 1.  
Register of county warrants, including those for witness fees allowed by  
county board of commissioners, showing date, warrant number, to whom issued,  
date of cancellation, on what account paid, by whom received, and amount  
of warrant. Also contains Register of Mothers' and Blind Pension Orders,  
1913-35, entry 6. Arr. by warrant no. No index. Hdw. under pr. hdgs.  
246 p. 18 x 16 x 2. Co. clk.'s vlt., 1st fl.

4. JURY WARRANTS, 1887--. 2 v.  
Register of county court jury warrants, showing court term, date of ser-  
vice, warrant number, name of juror, amount, and date of cancellation.  
Arr. chron. No index. Hdw. under pr. hdgs. 412 p. 16 x 10 x 2. Co.  
clk.'s off., 1st fl.

5. BLIND PENSION RECORD, 1928--. 1 v. (1). 1916-27 in County  
Board Record, entry 1.  
Register of blind pension orders, showing name and address of pensioner,  
date of payment, and number and amount of order. Arr. chron. Indexed alph.  
by name of pensioner. Hdw. under pr. hdgs. 424 p. 16 x 10 x 2. Co. clk.'s  
off., 1st fl.

6. REGISTER OF MOTHERS' AND BLIND PENSION ORDERS, 1936--. 1 v. (1).  
1913-35 in Register of Warrants, entry 3.  
Register of mothers' and blind pension orders, showing order number, to  
whom allowed, date, amount, and by whom received. Arr. chron. Indexed  
alph. by name of pensioner. Hdw. under pr. hdgs. 420 p. 16 x 10 x 2.  
Co. clk.'s off., 1st fl.

For documents in mothers' pension cases, see entry 128.

7. RECORD OF MOTOR FUEL TAX ORDERS, 1932--. 1 v. (1).  
Register of motor fuel tax orders, showing date, number, amount, to whom  
issued, and for what purpose. Arr. by order no. No index. Hdw. under  
pr. hdgs. 400 p. 16 x 10 x 2. Co. clk.'s off., 1st fl.

Cancelled County Orders

8. FILES OF CANCELLED COUNTY ORDERS, 1827--. 250 f.b.  
Files of all cancelled county orders, showing date, number, to whom paid,  
purpose, amount, and date of cancellation. Arr. chron. No index. Hdw.  
on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.



9. (STUBS OF COUNTY WARRANTS), 1879--. 6 bdl., 12 v.  
Stubs of county warrants issued, showing date, warrant number, to whom issued, purpose, and amount. Arr. by warrant no. No index. Hdw. on pr. fm. Bdl. 6 x 4 x 4; v. 100 p. 18 x 3 x  $\frac{1}{2}$ . 6 bdl., 11 v., 1879-1937, north strm., 3rd fl.; 1 v., 1938--., co. clk.'s vlt., 1st fl.

Pension Funds and Applications (See  
also entries 3, 5, 6, 128)

10. APPLICATION FOR RELIEF OF BLIND, 1916--. 2 f.b.  
Papers in blind pension cases including applications for benefit, affidavits of witnesses, and examiner's certificates. Arr. chron. No index. Hdw. on pr. fm. 4 x 4 x 10. Co. clk.'s off., 1st fl.

Receipts and Expenditures

11. COUNTY CLERK'S LEDGER, 1873--. 7 v. (1 not lettered, A-F).  
Missing: 1878-94.  
Ledger of accounts of county funds, showing name of account, fee book and page numbers, amount, and to whom paid. Arr. chron. Indexed alph. by name of account. Hdw. on pr. fm. 280 - 296 p. 16 x 8 x 2 - 16 x 11 x 2. 1 v. not lettered, 1873-77, v. A-E, 1895-1925, strm., bsmt.; v. F, 1926--., co. clk.'s vlt., 1st fl.

Bills and Claims

12. COUNTY CLAIMS, 1927--. 54 f.b. 1836-1926 in (County Clerk's Miscellaneous Papers), entry 65A2.  
County claims allowed, showing date, number, and amount of claim, name of claimant, purpose, date of filing, and signature of clerk; also contains motor fuel tax claims, 1932--. Arr. chron. No index. Hdw. on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

Management of County Properties and Roads

Deeds and Contracts

13. (COUNTY DEEDS AND CONTRACTS), 1863--. In (County Clerk's Miscellaneous Papers), entry 65A3.  
Deeds to property owned by county, dedications of right of way for roads, and contracts for construction and repair of county-owned buildings, including courthouse.

Bond Issues

14. (CANCELLED COUNTY BONDS), 1866--. In (County Clerk's Miscellaneous Papers), entry 65A3.  
Bonds from various county issues, which have matured and been cancelled.





Insurance (See  
also entry 248)

15. INSURANCE POLICIES, 1930--. 1 f.b.

Insurance policies on county property, showing name of company, date of policy, description and location of property, insured value, premium, and filing date. Arr. chron. No index. Hdw. and typed on pr. fm.  
10 x 5 x 14. Co. clk.'s vlt., 1st fl.

Road Plats and Petitions

16. RECORDS AND PLATS OF ROADS IN MORGAN COUNTY, 1872-73. 1 v.

Records and plats of roads and townships, showing location; also commissioner of highways' record of receipt of petitions, showing location and legal description of road, and signature of road commissioner. Arr. by sec., twp., and range. No index. Hdw. 346 p. 18 x 18 x 1 $\frac{1}{4}$ . Co. clk.'s vlt., 1st fl.

Reports to Board

17. (REPORTS TO COUNTY BOARD), 1837--. In (County Clerk's Miscellaneous Papers), entry 65A4.

Reports to the county board in its various forms on activities, and receipts and expenditures of various officials, including road commissioners, 1837--; fence viewers, 1847-1933; county treasurer, 1864-1933; county clerk, 1879--; circuit clerk, 1884-1919; superintendent of state hospital (on condition of and expenditures for patients sent from Morgan County), 1891-1919; state's attorney, 1893--; superintendent of schools, 1893--; superintendent of poor farm, 1894-1904; and sheriff, 1895--.

18. ROAD VIEWERS' REPORTS, 1823-93. 23 f.b. Discontinued.

Reports of road viewers, showing date, names of viewers, reports of road locations and conditions, and remarks. Arr. chron. No index. Hdw. and hdw. on pr. fm. 5 x 4 x 10. Co. clk.'s vlt., 1st fl.

Jury Lists

(See also entries 4, 65A5, 129, 193, 231, 249, 271, 272)

19. RECORD (Jury Lists), 1866-87. 2 v. 1827-65, 1888-- in County Board Record, entry 1.

Lists of grand and petit jurors, showing name of juror, precinct number, and date of service. Arr. chron. No index. Hdw. 400 p. 12 x 9 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.





## II. COUNTY CLERK

Forerunner of the present county clerk was the clerk of the county commissioners' court. This court was the administrative body in Morgan County from the organization of the county, in 1823 to 1849.<sup>1</sup> The Constitution of 1848 and laws of 1849 created a new judicial branch of county government presided over by the county judge and entitled the "county court," and provided for the quadrennial election of a "clerk of the county court."<sup>2</sup> In addition to his duties as clerk of the judicial court, the incumbent was also to act as clerk of the administrative branch of government which consisted of the county judge and two justices of the peace sitting at special terms.<sup>3</sup> The clerk was required to keep the records of the court's judicial actions separate from those resulting from its activities as an administrative body.<sup>4</sup>

Both the above mentioned clerks performed the duties of county clerk as well as those of clerk of a judicial or administrative body. In fact, legislation frequently referred to them as "county clerks" when defining duties relating to county business as distinct from their duties as clerks of judicial or administrative bodies.<sup>5</sup> In 1870 a new constitution was adopted in which provision was made for the election of a county clerk<sup>6</sup> who has continued to act to the present in this capacity, and also as clerk of the county board<sup>7</sup> and clerk of the county court.<sup>8</sup> The revised statutes of 1874 adopted the use of a distinction of titles for each of his ex-officio capacities, applying the title "county clerk" only when referring to his duties as such.<sup>9</sup> It is the performance of these duties that gives rise to the records dealt with in this section.

The clerk was an appointee of the county commissioners' court in Morgan County from 1823 to 1837.<sup>10</sup> In the latter year the office became elective with a four-year term;<sup>11</sup> a two-year term became effective in

- 
1. Constitution of 1818, Schedule, sec. 4; L.1819, p. 175.
  2. Constitution of 1848, Art. V, sec. 16,18,19; L.1849, p. 63.
  3. L.1849, p. 65,66.
  4. Ibid., p. 66.
  5. L.1819, p. 27; L.1853, p. 87; L.1855, p. 37.
  6. Constitution of 1870, Art. X, sec. 8.
  7. R.S.1874, p. 322.
  8. Ibid., p. 260.
  9. Ibid., 260,322.
  10. L.1819, p. 175.
  11. R.L.1837, p. 49.



1847.<sup>1</sup> A bond of \$1,000 was set.<sup>2</sup> The clerk of the county court served for a four-year term and was bonded in the sum of \$3,000.<sup>3</sup> The Constitution of 1870 in establishing the office of county clerk set the term of office at four years.<sup>4</sup> The revised statutes of 1874 provided that the amount of his bond be set by the county board. The bond is entered upon the records of his office, and deposited with the clerk of the circuit court. He is required to take oath, and is commissioned by the Governor.<sup>5</sup> The county seal is kept by the clerk and is used by him when required.<sup>6</sup>

In general, the county clerk's performance of his functions results in records relating to the following: taxation, vital statistics, licenses, and bonds. Various officials and agencies having authority over these matters report to, or deposit records with, the county clerk, who in this manner acts as a coordinating factor in the execution of local and state affairs. In regard to other of these matters, the clerk is required to perform duties on his own behalf and retain the records resulting from such performance.

Illustrations of both of these procedures may be found by examining the various duties and records relating to taxation. It is the duty of the county clerk to procure all books and blanks used in the assessment and collection of taxes, and to list in such books the lands and lots subject to taxation.<sup>7</sup> These books are turned over to the county assessor who enters the valuations against each piece of property listed and returns the books in duplicate to the county clerk.<sup>8</sup> Personal property assessments are handled in essentially the same manner. The county board, acting as ex-officio board of review, then makes adjustments on complaints and equalizes assessments between districts, certifying corrections and revisions to the county clerk.<sup>9</sup> The county clerk then reports the entire assessment list to the state tax commission for equalization, the equalized list then being used by the county clerk in ascertaining tax rates and extending taxes.<sup>10</sup>

- 
1. L.1845, p. 28. Effective in 1847.
  2. L.1819, p. 176,177; R.L.1833, p. 143; R.S.1845, p. 131.
  3. L.1849, p. 63,64.
  4. Constitution of 1870, Art. X, sec. 8.
  5. R.S.1874, p. 321.
  6. L.1849, p. 63; R.S.1874, p. 321.
  7. L.1867, p. 106; L.1871-72, p. 19,32; L.1903, p. 297. During the period of the first constitution such books and lists were prepared by the auditor of public accounts and turned over to the clerk of the county commissioners' court (L.1825, p. 173; R.L.1827, p. 320; L.1839, p. 3,4; L.1847, p. 79).
  8. L.1871-72, p. 19,21-23.
  9. Ibid., p. 24,25,69; L.1898, p. 47,48; L.1935, p. 1163-66.
  10. L.1919, p. 723.



The state tax commission also certifies to the county clerk the assessments of the capital stock of corporations and railroad and telegraph companies, it being the duty of the clerk to extend these taxes and retain the books after use by the collector.<sup>1</sup> The books are next turned over to the county collector who, after collection, returns lists of collections, together with lists of uncollected real and personal property taxes.<sup>2</sup> The county clerk attends all tax sales, prepares a list of all sales and issues duplicate reports thereof, records affidavits of purchases of property for taxes, and keeps a record known as the "tax judgment, sale, redemption, and forfeiture record."<sup>3</sup>

An extensive group of vital statistics records is kept by the county clerk. It is interesting to note that the first legislation in regard to the keeping of vital statistics was included in the act for the establishment of medical societies.<sup>4</sup> One section of this act made it the duty of every physician to keep a record of births, deaths, and diseases occurring within the vicinity of his practice and to transmit such record to his medical society, whereupon the record was to be published in the newspapers.<sup>5</sup> In 1842 it was provided that a parent could appear before the clerk of the county commissioners' court and make affidavit as to the birth of a child, and the eldest next of kin of a deceased person could similarly appear and make affidavit as to death.<sup>6</sup> It is probable that the tenor of the above mentioned laws explains the fact that no birth or death records exist in Morgan County prior to 1851, the first law, 1819, requiring no public record to be kept, and the 1842 law providing that affidavits "may" be made. The act of 1877 creating the State Board of Health required that all births and deaths in the county be reported to the county clerk by the physicians and accoucheurs supervising such events.<sup>7</sup> Teeth were put into this and subsequent laws by providing penalties for noncompliance. In 1901 death certificates issued by physicians, midwives, or coroners were to be presented to the district agent who issued burial permits and forwarded the certificates to the county clerk.<sup>8</sup> In 1903 certificates of death were to be turned over to the State Board of Health, which board, in turn, delivered to the county clerk all certificates so received.<sup>9</sup> In 1915 it was provided that for the registration of all births, stillbirths,

---

1. L.1871-72, p. 11,13,16; L.1937, p. 1011,1012.

2. L.1849, p. 124,125; L.1871-72, p. 55; L.1931, p. 759. In 1821 the auditor of public accounts was charged with the collection of taxes on nonresidents' lands (L.1821, p. 182).

3. L.1839, p. 3; L.1871-72, p. 48; L.1879, p. 250.

4. L.1819, p. 233-35.

5. Ibid., p. 234,235.

6. L.1842-43, p. 210-12.

7. L.1877, p. 209.

8. L.1901, p. 302,303.

9. L.1903, p. 315-18.





and deaths outside any city, village, or incorporated town, the road district clerks in counties not under township organization should deposit a complete set of such records with the county clerk who was charged with the binding and indexing, or recording, and safe-keeping of such records.<sup>1</sup> From the earliest date, the legislation in regard to these matters provided that the clerk retain the abstracts and certificates, keep a record of births and deaths, maintain alphabetical indexes, and issue certified copies of certificates upon request. The clerk has also been required to prepare a register of all physicians and accoucheurs in the county.<sup>2</sup>

Since 1819 the county clerk, or clerk of the county commissioners' court, has been required to file marriage certificates and certificates of parents' consent to the marriage of minors.<sup>3</sup> In 1827 the clerk was required to keep a separate register of marriages in addition to his file of certificates.<sup>4</sup> Before 1877 persons desiring to marry were required to secure licenses from the county clerk only when they had not previously published such intention, but in that year the securing of a license was made mandatory.<sup>5</sup> Although a record of applications for marriage licenses has been kept by the clerk in this county since 1895, an act of 1937 appears to be the first legislation requiring the maintenance of such a record.<sup>6</sup> The same act provides that persons desiring to marry shall present to the county clerk a certificate setting forth that such person is free from venereal disease, such certificates to be filed with the application for license to marry.<sup>7</sup> Indexes to marriage records have been kept in Morgan County since 1827.

The county clerk is charged with a number of duties relating to elections, such as preparing and issuing blank ballots,<sup>8</sup> poll books<sup>9</sup> and certificates of election,<sup>10</sup> and keeping a record of registers of election,<sup>11</sup> petitions,<sup>12</sup> and marked ballots,<sup>13</sup> tally sheets<sup>14</sup> and election returns which are transmitted to him by the judges of election.<sup>15</sup> Abstracts of returns were formerly prepared by the clerk, but these are now originated by the

- 
1. L.1915, p. 660.
  2. L.1877, p. 209.
  3. L.1819, p. 27.
  4. R.L.1827, p. 289.
  5. L.1877, p. 130.
  6. L.1937, p. 909.
  7. Ibid., p. 910.
  8. L.1891, p. 113; L.1911, p. 311.
  9. L.1871-72, p. 386.
  10. L.1819, p. 96; L.1821, p. 79; L.1823, p. 64; L.1885, p. 176.
  11. L.1865, p. 59; L.1871-72, p. 386.
  12. L.1911, p. 310, 311; L.1929, p. 422.
  13. L.1891, p. 118.
  14. L.1885, p. 143.
  15. L.1819, p. 96; L.1821, p. 77; L.1823, p. 64; L.1871-72, p. 389, 390.



election commissioners or judges of election and deposited with the clerk.<sup>1</sup> Returned ballots are destroyed by the clerk six months after election, provided no contest in which the ballots are needed is in progress.<sup>2</sup> In 1889, when returns of elections for school trustees were made to the county clerk, he was charged with furnishing to the county superintendent of schools a list of all such trustees.<sup>3</sup> Now the clerk does not enter into the procedure, the school trustees canvassing the returns and certifying directly to the superintendent of school.<sup>4</sup>

The bonds of a number of officials are required to be transmitted to the clerk for filing and entering in a book maintained for that purpose.<sup>5</sup> Justices' of the peace and constables' oaths, bonds, and securities are approved by the clerk and entered in a separate book in accordance with statutory requirement. This book shows the date on which each justice of the peace and constable was sworn into office and the date of commission by the Governor. Resignations from these offices are made to the county clerk who enters such fact in the justices' and constables' record.<sup>6</sup>

The clerk is also charged with issuing licenses to taverns,<sup>7</sup> ferries,<sup>8</sup> etc., and keeping records of the same. Other records kept are those relating to estrays;<sup>9</sup> registers of professionals, including physicians,<sup>10</sup> midwives,<sup>11</sup> dentists,<sup>12</sup> chiropodists,<sup>13</sup> and veterinarians;<sup>14</sup> record of notaries public;<sup>15</sup> and book of state civil service rules.<sup>16</sup> The county clerk in Morgan County reports annually to the State Department of Public Health the name and address of each county commissioner, and the date when his term of office expires.<sup>17</sup>

Included in the provision that the county clerk be charged with the care and custody of all records, books, and papers appertaining to, and

- 
1. L.1871-72, p. 389,390; L.1933, p. 544,545.
  2. L.1917, p. 444.
  3. L.1889, p. 271,322.
  4. L.1909, p. 352.
  5. R.S.1845, p. 396,397; L.1861, p. 237,238; R.S.1874, p. 325; L.1895, p. 188.
  6. Ibid.
  7. L.1819, p. 77-79; L.1933-34, Second Sp. Sess., p. 64-66.
  8. R.L.1827, p. 221; R.S.1874, p. 530.
  9. L.1819, p. 206,207; R.S.1874, p. 483.
  10. L.1877, p. 209; L.1899, p. 275; L.1923, p. 441,442.
  11. Ibid.
  12. L.1881, p. 79; L.1899, p. 273; L.1909, p. 279; L.1933, p. 711.
  13. L.1899, p. 280; L.1935, p. 995.
  14. L.1917, p. 591.
  15. L.1871-72, p. 575; R.S.1874, p. 721; L.1875, p. 88.
  16. L.1905, p. 115.
  17. L.1923, p. 480.





filed or deposited in his office,<sup>1</sup> are those duties as clerk of the board, wherein he is required to record the proceedings of the board and to file all their books, records, and accounts.<sup>2</sup> Also included are his record-keeping duties as ex-officio clerk of the county court with its resulting duties in relation to probate matters.<sup>3</sup> The clerk is also required to keep jury lists<sup>4</sup> and a book in which he enters details as to orders upon the treasurer. He is further required to maintain alphabetical indexes to all records and papers in his office, and to supply copies of these records or papers to any person upon request and payment of the required fee.<sup>5</sup>

Taxation  
(See also entries 65B1, 248, 252-266)

Lists of Taxable Property, Levies

20. (DOCKET OF RATES AND AMOUNTS WANTED), 1827--. In County Board Record, entry 1.

Docket of rates and amounts wanted, showing total amount of assessed property in township, school district numbers, amount of levy for each school district, township, or village, and tax spread.

21. VALUATION AND TAX RATE BOOK, 1916--. 2 v. (1, 2).

Tax rate and valuation book, showing purpose of levy, kind and location of property, date, amount of levy, district number, assessed valuation, total value, rate of tax, and total amount of tax. Arr. by twp., sec., and range. No index. Hdw. under pr. hdgs. 480 p. 15 x 10 x 2. Co. clk.'s off., 1st fl.

22. ASSESSOR'S BOOKS, 1835--. 443 v.

(Morgan County [combined], 1835-98, 109 v. Missing: 1836, 1838-40, 1842-45, 1850-51, 1853, 1859, 1861-62, 1864, 1866, 1878, 1887.

Jacksonville City, 1899--. 38 v.

Waverly City, 1899--. 15 v. Missing: 1902-3, 1906-7, 1910.

13 N-R, 9W [Waverly Township], 1899--. 18 v. Missing: 1903-6.

13 N-R, 9W [Nortonville Township], 1899--. 17 v. Missing: 1903-6.

13-N-R, 10W-11W [Murrayville Township, 11W no township name], 1899--. 19 v. .

---

1. A.S.1874, p. 322.

2. Ibid.

3. Ibid., p. 260.

4. Ibid., p. 630.

5. Ibid., p. 321,322.





- 14 N-R, 8W [no township name], 1899--. 17 v. Missing: 1903-6.  
 14 N-R, 9W [Franklin Township], 1899--. 18 v. Missing: 1903-6.  
 14 N-R, 10W [Woodson Township], 1899--. 18 v. Missing: 1903-6.  
 14 N-R, 11W [Lynnville Township], 1899--. 18 v. Missing: 1903-6.  
 15 N-R, 8W-9W [Alexander and Orleans townships], 1899--. 18 v. Missing: 1903-6.  
 15 N-R, 10W [Jacksonville Township], 1899--. 18 v. Missing: 1903-6.  
 15 N-R, 11W [Markham Township], 1899--. 18 v. Missing: 1903-6.  
 15 N-R, 12W [Chapin Township], 1899--. 18 v. Missing: 1903-6.  
 16 N-R, 8W-9W [Prentice and Sinclair townships], 1899--. 18 v. Missing: 1903-6.  
 16 N-R, 10W [Literberry Township], 1899--. 18 v. Missing: 1903-6.  
 16 N-R, 11W [Concord Township], 1899--. 17 v. Missing: 1903-6.  
 16 N-R, 12W [no township name], 1900--. 13 v. Missing: 1899, 1902-3, 1906-7, 1910.  
 16 N-R, 13W [Meredosia Township], 1899--. 18 v. Missing: 1903-6).

List of taxable real and personal property, showing name of owner, description, number of acres, name of city or village, total value, school and road district numbers, total tax, and date due. Also contains Dog Tag Record, 1869-1917, entry 256. Arr. by sec., twp., and range. No index. 1835-51, hdw.; 1852--, hdw. under pr. hdgs. 260 p. 18 x 16 x 2. 326 v., 1835-1926, north strm., 3rd fl.; 117 v., 1927--, treas.'s off.. vlt., 1st fl.

### 23. RAILROAD TAX BOOK, 1879--. 3 v. (1-3).

List of taxable property belonging to railroads in county, showing name of corporation, road or school district, number of feet of track, valuation of all property, date, and amount of tax. Arr. chron. No index. Hdw. on pr. fm. 234 p. 20 x 14 x 1. V. 1, 2, 1879-1922, north strm., 3rd fl.; v. 3, 1923--, sh.'s off., 1st fl.

### 24. TELEGRAPH AND TELEPHONE TAX BOOKS, 1910--. 3 v. (1-3). No prior records.

Tax lists of telegraph and telephone properties, showing location of property, school and road district numbers, valuation, tax rates, and total amount of tax. Arr. chron. No index. Hdw. under pr. hdgs. 160 p. 16 x 11 x 1. Co. clk.'s vlt., 1st fl.

### 25. SCHOOL INFORMATION, 1900--. 3 f.b. 1870-99 in (County Clerk's Miscellaneous Papers), entry 65B1.

School district papers used in computing taxes, including plats, resolutions for issuing building bonds, and petitions for changes in school districts, showing names of township, petitioner, and members of school board, legal description of property affected, and filing date. Arr. chron. No index. Hdw. and typed. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

### 26. LAND BOOK, 1821-66. 7 v.

Record of original land entries, showing date of patent, name of purchaser, legal description of property, and number of acres. Also contains (List of Lands Sold for Taxes), 1833-41, entry 32 and (List of Town Lots Sold for Taxes), 1833-38, entry 33. Arr. chron. No index. Hdw. 170 p. 18 x 12 x 1. Co. clk.'s vlt., 1st fl.



Collections, Abatement

27. COLLECTOR'S BOOKS, 1837--. 253 v.,  
(Morgan County, Real Estate, Lots, and Personal Property,  
1837--. 160 v. Missing: 1838-41, 1843-48, 1852-54, 1856.  
Jacksonville, Illinois, Town Lots, 1883--. 53 v. Missing: 1886.  
Jacksonville, Illinois, Personal Property, 1897--. 40 v.).

List of taxes collected on taxable real estate and personal property, showing name of owner, description of property, tax spread, by whom paid, and totals due and paid. These books are not segregated by township. Also contains Abstract of Footings Collector's Book, 1837-97, entry 29. Arr. by sec., twp., and range. No index. 1837-51, hdw.; 1852--, hdw. under pr. hdgs. 300 p. 18 x 20 x 2. 97 v., 1837-96, north strm., 3rd fl.; 148 v., 1897-1934, strm., bsmt.; 8 v., 1935--, sh.'s off., 1st fl.

28. REVENUE BOOK, 1885--. 4 v. (1-4). No prior records.  
Record of county revenues, showing amount of taxes on real and personal properties, amount of taxes collected on real estate for previous years, taxes collected by error on real estate and personal property, total amount collected, and date. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 318 p. 18 x 12 x 1. Co. clk.'s vlt., 1st fl.

29. ABSTRACT OF FOOTINGS COLLECTOR'S BOOK, 1898--. 9 v. 1837-97 in Collector's Books, entry 27.

Abstract of footings of collector's books, showing volume and page of collector's books, name of township, state, county, and city taxes, with tax spread, and total. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 120 p. 18 x 12 x 1. Co. clk.'s off., 1st fl.

Judgment, Sale, Redemption, Forfeiture

30. TAX JUDGMENT, SALE, REDEMPTION, AND FORFEITURE RECORD, 1880--. 9 v. (E-M).

Lists of delinquent lands and town lots reported by sheriff to county collector with record of sale, redemption, and forfeiture of said lands, showing to whom assessed, legal description, tax spread, amounts of tax, costs, and interest, remarks, by whom purchased, percent of penalty, bid, date and amount of sale, subsequent taxes paid, totals, by whom redeemed or to whom deed given, date, certificate number, and signature for receipt of redemption money. Also contains Tax Judgment Record, entry 31, including (List of Lands Sold for Taxes), entry 32, which in turn includes (List of Town Lots Sold for Taxes), entry 33. Arr. chron. Indexed alph. by name of original town, additions, or subdivisions. Hdw. under pr. hdgs. 586 p. 18 x 15 x 3. Co. clk.'s vlt., 1st fl.

31. TAX JUDGMENT RECORD, 1862-79. 4 v. (A-D). 1880-- in Tax

Judgment, Sale, Redemption, and Forfeiture Record, entry 30.  
List of delinquent assessments on lands and lots, reported by collector, showing owners' names, subdivision of section, lot or block, tax spread, amounts of back taxes, cost and interest, total amount due, and remarks. Also contains (List of Lands Sold for Taxes), entry 32, including (List of Town Lots Sold for Taxes), entry 33. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 480 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.





32. (LIST OF LANDS SOLD FOR TAXES), 1842-61. 3 v. 1833-41 in Land Book, entry 26; 1862-79 in Tax Judgment Record, entry 31; 1880-- in Tax Judgment, Sale, Redemption, and Forfeiture Record, entry 30.

Record of tax sales, showing name of owner, to whom sold, by whom redeemed, date, legal description of property, amount of each sale, and total. Also contains (List of Town Lots Sold for Taxes), 1849-61, entry 33. Arr. chron. Indexed alph. by name of purchaser. Hdw. 300 p. 16 x 10 x 2. North strm., 3rd fl.

33. (LIST OF TOWN LOTS SOLD FOR TAXES), 1839-48. 1 v. 1833-38 in Land Book, entry 26; 1849-61 in (List of Lands Sold for Taxes), entry 32; 1862-79 in Tax Judgment Record, entry 31; 1880-- in Tax Judgment, Sale, Redemption, and Forfeiture Record, entry 30.

Lists of town lots sold for taxes, showing name of owner, names of purchaser and redeemer, legal description of property, amount of sale, date, and total amount of redemption. Arr. chron. Indexed alph. by name of purchaser. Hdw. 300 p. 16 x 10 x 2. North strm., 3rd fl.

34. AFFIDAVITS FOR TAX DEEDS, 1870--. 2 v. (A, B).

Record of affidavits for tax deeds and certificates of purchase, showing names of purchaser, collector, and clerk, time, place, and date of sale, legal description of property, and amount of taxes and costs. Arr. chron. Indexed alph. by name of purchaser. 1870-1920, hdw. on pr. fm.; 1921--, typed. 480 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

#### Vital Statistics

##### Births (See also entry 64)

35. INDEX TO BIRTHS, 1878--. 1 v.

Index to records of births, showing name of child, and record book and page numbers. Arr. alph. by name of child. Typed under pr. hdgs. 800 p. 12 x 16 x 4. Co. clk.'s vlt., 1st fl.

36. BIRTH REPORTS (Certificates), 1851--. 61 f.b. (1851-1921), 13 v. (10-22, 1922--).

Certificates of births, showing date, names of child, parents, physician or midwife, and registrar, place of birth, sex of child, registration number, occupations of parents, number of children, eye treatment, and date of filing. Certificates subsequent to 1921 bound in loose-leaf volumes. Arr. chron. 1851-1921, no index; for index, 1922--, see entry 35. Hdw. on pr. fm. F.B. 5 x 4 x 10; v. 2000 p. 8 x 10 x 5. Strm., bsmt.





37. RECORD OF CERTIFICATES OF BIRTH, 1878-1922. 9 v. (1-9). Discontinued. Title varies: Register of Births.

Register and record of births, showing names of child, father, mother, physician or midwife, registrar, and clerk, sex of child, date and place of birth, nationality, ages and residence of father and mother, and date of registration. Arr. chron. For index, see entry 35. 1878-1913, hdw. under pr. hdgs.; 1914-22, typed on pr. fm. 370 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

Deaths (See also  
entries 64, 250)

38. INDEX TO DEATHS, 1878--. 1 v.

Index to records of deaths and stillbirths, showing name of deceased, record book and page numbers, or post binder and certificate numbers. Arr. alph. by name of deceased. Typed under pr. hdgs. 800 p. 12 x 16 x 4. Co. clk.'s vlt., 1st fl.

39. DEATH AND STILL BIRTH REPORTS (Certificates), 1851--. 59 f.b. (1851-1921), 17 v. (12-28, 1922--).

Death and stillbirth certificates, showing names of deceased, parents, physician, informant, undertaker, and clerk, registration number, personal and statistical particulars, occupations of deceased and parents, place of burial, and dates of death and filing of certificate. After 1921, certificates are bound in loose-leaf volumes. Arr. chron. 1851-1921, no index; for index, 1922--, see entry 38. Hdw. on pr. fm. F.b. 8 x 10 x 3; v. 600 p. 8 x 10 x 3. Co. clk.'s vlt., 1st fl.

40. RECORD OF CERTIFICATES OF DEATH, 1878-1922. 11 v. (1-11).

Discontinued. Title varies: Register of Deaths.

Register and record of deaths, showing date, names of deceased, physician, informant, undertaker, and clerk, certificate number, sex, color, age, occupation, marital status, and nationality of deceased, place and cause of death, and dates of death, burial, and filing of certificate. Arr. chron. For index, see entry 38. 1878-1913, hdw. under pr. hdgs.; 1914-22, typed on pr. fm. 470 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

41. RECORD OF STILLBIRTHS (Register), 1878-1922. 1 v. Discontinued.

Register of stillbirths, showing date, names of parents and physician, statistical particulars, occupation of father and mother, place of burial, and date of filing of certificate. Arr. chron. For index, see entry 38. Hdw. under pr. hdgs. 550 p. 18 x 12 x 2½. Co. clk.'s vlt., 1st fl.

42. RECORD OF BURIAL CERTIFICATES OF SOLDIERS, SAILORS AND MARINES, 1916-18. 1 v. Prior and subsequent records cannot be located.

Record of burials in Morgan County of veterans of military or naval service, showing date, name, residence, sex, race, personal statistics, war and service record, rank, organization, cause and place of death, name of cemetery, and grave, lot, block, and section numbers. Arr. chron. Indexed alph. by name of veteran. Hdw. on pr. fm. 300 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl.

For original soldiers' burial certificates, see entry 65B2.



## Marriages

### 43. INDEX TO MARRIAGE RECORDS, 1827--. 1 v.

Index to marriage licenses and records, showing names of groom and bride, record book, page, and license number. Original and transcribed index are bound together, with original voided. Arr. alph. by name of groom. 1827-1915, hdw. under pr. hdgs.; 1916--., typed under pr. hdgs. 800 p. 14 x 16 x 4. Co. clk.'s vlt., 1st fl.

### 44. MARRIAGE LICENSE, 1827--. 41 f.b.

Returned marriage licenses, showing date, names, ages, addresses and - occupation of male and female, name of officiating minister or official, record book, page, and license numbers, and dates of marriage, return, and filing. Arr. by license no. For index, see entry 43. Hdw. and hdw. on pr. fm. 10 x 4 $\frac{1}{2}$  x 14. Co. clk.'s vlt., 1st fl.

### 45. MARRIAGE RECORD, 1827--. 5 v. (A-E).

Record of marriages, showing date, license number, names of male and female, by whom married, and date of return. Arr. chron. For index, see entry 43. 1827-59, hdw.; 1860--., hdw. under pr. hdgs. 640 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

### 46. REGISTER OF MARRIAGES, 1878-1924. 5 v. (1-5). Discontinued.

Board of health form of register of marriages, showing license number, date of license, names of groom and bride, by whom married, date of ceremony, and date of return. Arr. chron. For index, 1878-June 1, 1911, see entry 47; June 2, 1911-24, no index. Hdw. on pr. fm. 640 p. 18 x 12 x 2 $\frac{1}{2}$ . Strm., bsmt.

### 47. INDEX TO MARRIAGES, 1878-1911. 2 v. (A, B). Discontinued June 1, 1911.

Index to Register of Marriages, entry 46, showing names of male and female, and license, record book, and page numbers. Arr. alph. by name of male. Hdw. under pr. hdgs. 640 p. 18 x 12 x 3. Strm., bsmt.

### 48. APPLICATIONS FOR MARRIAGE LICENSE, 1895--. 54 v. (47 not numbered, 1-7). Prior applications cannot be located.

Copies of applications for license to marry, showing date, license number, name, age, and residence of applicants, answers to questions required by board of health, acknowledgment before notary, and signature of county clerk as witness. Arr. chron. No index. Hdw. on pr. fm. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . Strm., bsmt.





Licenses and Registers  
(See also entry 65B3)

Registers of Officers

49. REGISTER OF COUNTY OFFICERS AND COMMISSIONS, 1823--. 4 v. (2 not lettered, B, C). Title varies: Officers Sworn In.

Register of commissions, and of county officers sworn into office, showing name of official, date of election, office, and expiration of term. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

Professional Licenses and Registers

50. REGISTER OF PHYSICIANS AND ACCOUCHEURS, 1877--. 1 v.

Register of certificates of physicians and accoucheurs, showing date, registrant's name, address, age, nativity, and number of years of practice in state, date of filing of license or diploma, and remarks; also serves as register of osteopaths, 1900--. Also contains Dental Register, 1878-90, ontry 53. Arr. alph. by name of physician or accouchour. No indox. Hdw. under pr. hdgs. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

51. REGISTER OF PHYSICIANS' CERTIFICATES, 1877--. 2 v. (B, 1877-1924; 2, 1901--). Title varies: Record of Physicians' Certificates.

Register of physicians and surgeons certifioid to practice in Morgan County, showing cortificate number, date of examination by Department of Registration and Education, name of physician or surgeon, provisions of cortificate, and seal, with dato of issuo. Records from 1901-24 in volume B have been transcribed into volume 2. Also contains Optometry Register, 1877-1914, entry 57. Arr. chron. Indexed alph. by name of physician. Hdw., typed, and hdw. on pr. fm. 550 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

52. DENTAL RECORD, 1889--. 2 v. (A, B). No prior records.

Record of dental licenses issued, showing license number, certificate of qualification, names of dentist and state board of examiners, date of filing, and signature of clork. Arr. chron. Indexed alph. by name of dentist. 1889-1924, hdw., 1925--, typed. 268 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

53. DENTAL REGISTER, 1891--. 1 v. (1). 1878-90 in Register of Physicians and Accouchours, ontry 50.

Register of licensed dontists, showing name of dentist, number of licenso, dates of registration, licenso, and filing, address, ago, nativity, number of years of practico, kind of licenso, name of institution granting diploma, and remarks. Arr. alph. by name of dontist. No index. Hdw. under pr. hdgs. 176 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.



54. DENTAL AND VETERINARY RECORD, 1897--. 1 v. (A). Last entry 1925. Title erroneous: contains only veterinary records. Record of veterinary licenses issued on recommendation by state board of veterinary examiners, showing number of certificate, name and address of veterinarian, provisions under which authorized to practice, and signature of members of the state board of examiners, acknowledgments of state board of livestock commissioners, date of filing for record, and signature of clerk. Arr. chron. Indexed alph. by name of veterinarian. Hdw. 400 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

55. ARCHITECTS' LICENSE RECORD, 1897--. 1 v. Record of architects' licenses, showing name and address of architect, provisions for practice of profession of architecture, as issued and attested by the state board of examiners, signatures of president, secretary, and treasurer of board, date of filing for record, and signature of county clerk. Arr. chron. Indexed alph. by name of architect. Hdw. on pr. fm. 100 p. 18 x 12 x 1. Co. clk.'s vlt., 1st fl.

56. REGISTER OF NURSES, 1909--. 1 v. (1). Register of nurses' certificates, showing certificate number, date, name of nurse, signatures of certifying officials, seal of superintendent of Department of Registration and Education, date of filing for record, and signature of county clerk. Arr. chron. Indexed alph. by name of nurse. Hdw. on pr. fm. 160 p. 18 x 12 x 1. Co. clk.'s vlt., 1st fl.

57. OPTOMETRY REGISTER, 1915--. 1 v. (1). 1877-1914 in Register of Physicians' Certificates, entry 51. Record of optometrists' licenses, showing number of certificate, name and address of registrant, date and class of certificate, date of registration, and remarks. Arr. chron. Indexed alph. by name of registrant. Hdw. on pr. fm. 180 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl.

Military Records (See also  
entry 85)

58. ADJUTANT GENERAL'S REPORT, 1861-66. 8 v. Copy of the adjutant general's original report of enlisted soldiers, showing name of soldier, residence, date of rank or enlistment, date of muster, and remarks. Arr. by regiment no. No index. Printed. 616 p. 10 x 6 x 6½. Strm., bsmt.

Estrays, Marks and Brands

59. ESTRAY RECORD, 1833--. 3 v. Last entry 1895. Record of affidavits as to loss of livestock, showing date, name of owner, description of lost stock, number of head, and appraised value. Arr. chron. No index. Hdw. 120 p. 12 x 8 x 1. North strm., 3rd fl.

60. RECORD OF MARKS AND BRANDS, 1927--. 1 v. Last entry 1929. Record of identification used to mark livestock, showing drawing of the mark or brand, with date, and name and address of owner. Arr. chron. Indexed alph. by name of owner. Hdw. 140 p. 18 x 16 x 1½. Co. clk.'s vlt., 1st fl.





County Clerk - Elections;  
Bonds of Officers; Fees, Receipts,  
Expenditures; Miscellaneous Papers

(61-65)

### Elections

61. (ELECTION PAPERS), 1829--. In (County Clerk's Miscellaneous Papers), entry 65B4.

Election documents including applications of absentee voters for ballots, poll books, tally sheets, election returns, and abstracts of votes; election papers of road officers, 1920--; and candidates' petitions, 1925--.

Bonds of County Officers  
(See also entries 65B5, 248)

62. BONDS OF ROAD CLERK, JUSTICES AND CONSTABLES, SHERIFFS, AND COUNTY TREASURERS, 1897--. 4 f.b.

Original bonds of all county officers, showing names of principal and sureties, title of office, conditions, date, and amount of bond, date of filing, and signature of clerk. Arr. chron. No index. Hdw. and typed on pr. fm. 10 x  $4\frac{1}{2}$  x 14. Co. clk.'s vlt., 1st fl.

63. OFFICIAL BOND RECORD, 1873-96. 3 v. (A-C). Discontinued.

Register of official bonds of justices, constables, and other officials, showing names of principal and sureties, to what office elected or appointed, date, terms, and amount of bond, file number, and remarks. Arr. alph. by name of official. No index. Hdw. under pr. hdgs. 300 p. 14 x 10 x  $1\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

Fees, Receipts and Expenditures  
(See also entries 248, 286)

64. CLERKS' ACCOUNTS BIRTHS AND DEATHS, 1904--. 2 v. (1, 2).

County clerk's accounts of fees paid to registrars of births and deaths, showing date, name and address of registrar, certificate number, amount, date certified to treasurer, and how paid. Arr. chron. Indexed alph. by name of registrar. Hdw. under pr. hdgs. 300 p. 16 x 12 x  $1\frac{1}{2}$ . Co. clk.'s off., 1st fl.

### Miscellaneous Papers

65. (COUNTY CLERK'S MISCELLANEOUS PAPERS), 1828--. 681 f.b. (630 f.b., 1828-1933; 51 f.b., 1863--), 7 sacks (1828-1900).

Miscellaneous documents from various county offices, filed with or kept by county clerk. Contains:

A. Board of county commissioners' papers:

1. Communications to County Board (Resolutions), 1828-1931, entry 2.
2. County Claims, 1836-1926, entry 12; state's attorney's claims, 1925--.
3. (County Deeds and Contracts), 1863--, entry 13; (Cancelled County Bonds), 1866--, entry 14.
4. (Reports to County Board), 1837--, entry 17.
5. List of jurors, 1895--.





B. County clerk's papers:

1. Affidavits for tax deeds, 1850--; cancelled tax sale certificates, 1866--; delinquent lists for personal property taxes, 1833-1928; list of lands assessed, 1842-1928; petitions to change school districts, 1920--; tax levies, 1846--; tax receipts for redemption of forfeited property, 1918--; School Information, 1870-99, entry 25.
2. Soldiers' burial certificates, 1916-18.
3. Appointments and commissions of county officials, 1869-1931; architects' licenses revoked, 1911-16; estray notices, 1855-95; ferry license bonds, 1895--; patent papers (inventions), 1868-73.
4. (Election Papers), 1829--, entry 61.
5. Bonds of judges and clerks of election, 1900--; bonds of road clerks, 1863--; bonds, oaths, and appointments of county officials, 1880--; bonds and qualifications of justices, police magistrates, and constables, 1849-1917.

C. County court papers:

1. Executions, 1873--; Adoptions, 1840-67, entry 98.
2. Justice of Peace Reports, 1898-1912.
3. (Miscellaneous Bonds), 1895--, entry 126.
4. (Jury Summonses and Venires), 1895--, entry 129.
5. Certificates of publication, 1920--.

D. Probate court papers:

1. Rules of procedure, 1836--; claims against estates, 1880-1913.
2. Estate papers, 1829-77.
3. Wills not probated, 1871--; wills, 1920--; administrators' bonds, 1912--; executors' bonds, 1912--; guardians' bonds, 1912--; conservators' bonds, 1895--.

E. County assessor's papers:

(Railroad Tax Schedules), 1873--, entry 253; (Telephone and Telegraph Schedules), 1885--, entry 254.

F. County collector's papers:

Tax receipts, 1897--.

G. Drainage commissioners' papers:

Drainage contracts, 1895--.

F.b. arr. chron.; sacks, no obvious arr. No index. Hdw. and hdw. on pr. fm. F.b. 10 x 5 x 14; sacks contain from 150 to 200 lbs. each. 7 sacks, 1828-1900 north strm., 3rd fl.; 630 f.b., 1828-1933, strm., bsmt.; 51 f.b., 1863--, co. clk.'s vlt., 1st fl.



### III. RECORDER

The recorder of Morgan County was originally appointed by the Governor with the advice and consent of the Senate. His bond, set at \$1,500, was to be filed with the Secretary of State.<sup>1</sup> In 1829 the amount of bond was reduced to \$500.<sup>2</sup> The office became elective in 1835, for a four-year term, and bond was to be approved by the county commissioners' court.<sup>3</sup> A two-year term became effective in 1847.<sup>4</sup> With the adoption of the second constitution the office of recorder was abolished, and the duties of that office were delegated to the circuit court clerk in an ex-officio capacity.<sup>5</sup> The present constitution reestablished the office of recorder in counties having a population of sixty thousand or more but continued the provision of the prior constitution for other counties.<sup>6</sup> As the population of Morgan County never reached the minimum set by the constitution,<sup>7</sup> the circuit court clerk has retained his ex-officio duties as recorder. The amount of the recorder's bond was set at \$5,000 in 1872, and the county judge was to give approval.<sup>8</sup> This amount was raised in 1874 to \$10,000 for the counties having the population of Morgan. A copy of the bond is entered upon the records of the county court.<sup>9</sup>

Assistants and deputies are appointed by the recorder in a number as determined by rule of the circuit court and as entered upon the court record.<sup>10</sup> The compensation of the assistants and deputies is set by the county board. Written oaths of deputies are filed with the Secretary of State.<sup>11</sup>

In accordance with the duty of the recorder to record at length all written instruments, the following records are required to be kept:

1. An entry book in which data relating to date and order of receipt of instruments to be recorded or filed, and the names of parties and location of property, with a brief description of the promises, are entered. Each of such instruments is numbered by the recorder with the corresponding

- 
1. L.1819, p. 19.
  2. R.L.1829, p. 117.
  3. L.1835, p. 166.
  4. L.1845, p. 28. Effective in 1847.
  5. Constitution of 1848, Art. V, sec. 19; L.1849, p. 64.
  6. Constitution of 1870, Art. X, sec. 8; R.S.1874, p. 833.
  7. In 1930 Morgan County had a population of 34,240 (U.S.Census, 1930, Population Bulletin, Illinois, p. 9).
  8. L.1871-72, p. 645.
  9. R.S.1874, p. 833; see note 7.
  10. Constitution of 1870, Art. X, sec. 9; R.S.1874, p. 833.
  11. R.S.1874, p. 833.





- number of the entry. The entry book serves as a table of contents, with descriptive memoranda, for all instruments recorded at length or filed in the recorder's office.
2. Well-bound books for recording at length any instrument in writing entitled to be recorded, in the order of time of its reception. Separate books are allowed to be kept for the recording of different classes of instruments, and two distinct series of document numbers may be used in recording documents received for recordation. One series preceded by the letter "B" is for the recordation of bills of sales of personal property, chattel mortgages, releases, extensions, and assignments thereof. The other series of document numbers is for all other instruments received for recordation.
  3. Grantors' and grantees' indexes. In the grantors' index are listed the names of the grantors in alphabetical order and the names of the grantees. The grantees' index shows the names of the grantees in alphabetical order and the names of the grantors. Each index also shows the date of the instrument, time of receipt, kind of instrument, consideration, book and page of recordation or the number under which it is filed, and a brief description of the premises.
  4. Indexes to each book of record in which are entered in alphabetical order the names of each grantor and grantee and page on which the instrument is recorded. This series indexes instruments such as powers of attorney, chattel mortgages, and those recorded by corporations.
  5. An index to recorded maps and plats, based on location of property; sometimes arranged by section, township, and range.
  6. An abstract book, in effect, indexing records by showing for each tract every conveyance or incumbrance recorded, its execution and filing date, and the book and page of its recordation; series optional with the county board.
  7. A separate book to record certificates of honorable discharge from military, aviation, and naval service.<sup>1</sup>

---

1. L.1819, p. 18,20,21; R.L.1829, p. 116,117; L.1847, p. 69; L.1853, p. 254; L.1867, p. 148; L.1869, p. 2; L.1871-72, p. 645,646; L.1873, p. 144; R.S.1874, p. 834-37; L.1917, p. 652; L.1925, p. 521; L.1933-34, Third Sp. Sess., p. 214.



The recorder, in recording at length any instrument in writing, is permitted to make a handwritten or typewritten transcription, a photographic or photostatic reproduction, or to use a combination of these methods.<sup>1</sup> In addition to the instruments received for recordation, the recorder is required, upon receipt, to file any mortgage, trust deed, or conveyance of personal property having the effect of a mortgage or lien upon such property which is endorsed with the words, "This instrument to be filed, but not recorded." The recorder marks such instruments "filed" and enters the time of their receipt and files them in his office.<sup>2</sup>

### Entry Books

#### 66. ENTRY BOOK, 1847--. 20 v. (1-20).

Entries of instruments recorded, showing date and time of recording, number and kind of instrument, amount of consideration, description and location of property, record book and page number, and when and to whom delivered. Arr. chron. No index. Hdw. under pr. hdgs. 350 p. 18 x 12 x 2. Rec.'s off., 1st fl.

### Instruments Recorded

#### General

#### 67. DEED INDEX, 1824--. 40 v. (20 v. grantor; 20 v. grantee).

General index to deed records, showing names of grantee and grantor, instrument, date, legal description, date of filing or recording, and book and page of entry. Arr. alph. by names of grantor and grantee. Hdw. on pr. fm. 570 p. 18 x 12 x 2 $\frac{1}{2}$ . Rec.'s off., 1st fl.

#### 68. DEEDS, 1824--. 180 v. (A-Z, AA-ZZ, 1824-68; 1-112, 114, 115, 117-126, 128, 129, 132, 134, 1864--).

Recordation of warranty, quitclaim, joint tenancy, and miscellaneous deeds, showing names of parties, consideration, legal description of property, notarization, instrument number, and date. Also contains Release Deeds, 1824-1924, entry 69; Master's Deeds and Road Deductions, 1824-1931, entry 70; Executors', Sheriff's Deeds, 1824-1935, entry 71; Miscellaneous Deeds, 1827-1935, entry 72; Cemetery Deeds, 1824-1914, 1927--, entry 73; and Mortgage Record (Real Estate and Marginal Releases), 1824-29, entry 74, including Assignment of Mortgage, entry 77, Chattel Mortgage Record, entry 79, and Chattel Mortgages (Justice of the Peace), entry 80. Arr. chron. For index, see entry 67. 1824-64, hdw.; 1865--. hdw. on pr. fm. 610 p. 18 x 11 x 2 $\frac{1}{2}$ . Rec.'s off., 1st fl.

---

1. L.1933-34, Third Sp. Sess., p. 214.

2. L.1927, p. 521; L.1929, p. 592-94; L.1933, p. 860.





Deeds (See also  
entries 86, 87)

69. RELEASE DEEDS, 1925--. 3 v. (113, 116, 133). 1824-1924 in Deeds, entry 68.

Release deed record showing names of grantor and grantee, date of release, date of filing, legal description of property, and amount of consideration. Arr. chron. For index, see entry 67. Hdw. on pr. fm. 610 p. 18 x 11 x 2. Rec.'s off., 1st fl.

70. MASTER'S DEEDS AND ROAD DEDICATIONS, 1932--. 3 v. (127, 131, 136). 1824-1931 in Deeds, entry 68.

Recordation of master-in-chancery deeds showing names of grantor, grantee, and master, legal description of property, instrument number, amount of consideration, and date of filing; also contains dedications of right of way for public roads. Arr. chron. For index, see entry 67. Hdw. on pr. fm. 610 p. 18 x 11 x 2. Rec.'s off., 1st fl.

For original road dedications, see entry 13.

71. EXECUTORS', SHERIFF'S DEEDS, 1936--. 1 v. (130). 1824-1935 in Deeds, entry 68.

Recordation of executors' and sheriff's deeds, showing names of grantor, grantee, and witnesses, date of filing, amount of consideration, location and legal description of property, terms, acknowledgment, and date of instrument. Arr. chron. For index, see entry 67. Hdw. on pr. fm. 610 p. 18 x 11 x 2. Rec.'s off., 1st fl.

72. MISCELLANEOUS DEEDS, 1936--. 1 v. (135). 1827-1935 in Deeds, entry 68.

Recordation of various deeds, including warranty, quitclaim, joint tenancy, and cemetery, deeds, showing names of grantor and grantee, amount of consideration, legal description of property, notary's seal, instrument number, and date of filing. Arr. chron. For index, see entry 67. Hdw. on pr. fm. 610 p. 18 x 11 x 2. Rec.'s off., 1st fl.

73. CEMETERY DEEDS, 1915-26. 1 v. 1824-1914, 1927-- in Deeds, entry 68.

Recordation of deeds issued for cemetery lots, showing names of grantor and grantee, consideration, legal description of property, instrument number, and dates of execution and filing. Arr. chron. For index, see entry 67. Hdw. on pr. fm. 610 p. 18 x 11 x 2. Rec.'s off., 1st fl.





Mortgages - Real Property (See  
also entry 86)

74. MORTGAGE RECORD (Real Estate and Marginal Releases), 1830--.  
115 v. (A-I, K-Z, 1830-73; AA-II, KK-ZZ, 1872-96; 1-65,  
1894--). 1824-29 in Deeds, entry 68.

Recordation of real estate mortgages and marginal releases, showing document number, names of mortgagor and mortgagee, consideration, description and location of property, waiver of rights, security for notes, date of execution, signatures of mortgagors, acknowledgment, date of recording, and recorder's signature. Also contains Assignment of Mortgage, 1830-1914, entry 77 and Chattel Mortgage Record, 1830-63, entry 79, including Chattel Mortgages (Justice of the Peace), entry 80. Arr. chron. For index to mortgages, see entry 75; for index to marginal releases, see entry 76. Hdw. on pr. fm.; hdw. and typed. 600 p. 18 x 12 x 2. Rec.'s off., 1st fl.

75. INDEX TO MORTGAGE RECORD, 1830--. 12 v. (8 v., 1830--,  
mortgagor; 4 v., 1830--., mortgagee).

Index to Mortgage Record (Real Estate and Marginal Releases), entry 74, showing instrument number and date, names of mortgagor and mortgagee, kind of instrument, legal descriptions, consideration, date of filing, and book and page of entry. Arr. alph. by names of mortgagor and mortgagee. Hdw. on pr. fm. 420 p. 18 x 8 x 2. Rec.'s off., 1st fl.

76. INDEX TO MARGINAL RELEASES, 1886-1923. 1 v. Discontinued.

Index to marginal releases in Mortgage Record (Real Estate and Marginal Releases), entry 74, showing names of mortgagor and mortgagee, book and page number, date of mortgage, date of release, legal description of property, consideration, and by whom released. Arr. alph. by name of mortgagor. Hdw. on pr. fm. Binding poor. 720 p. 18 x 12 x 2. Rec.'s off., 1st fl.

77. ASSIGNMENT OF MORTGAGE, 1915--. 2 v. (2, 3). 1824-29 in Deeds,  
entry 68; 1830-1914 in Mortgage Record (Real Estate and Marginal  
Releases), entry 74.

Record of assignments of mortgages, showing names of assignor, assignee, and recorder, instrument number, terms of assignment, amount of consideration, and date of recording. Arr. chron. Indexed alph. by name of assignor and assignee. Hdw., hdw. on pr. fm., and typed. 576 p. 18 x 12 x 2. Rec.'s off., 1st fl.

Mortgages - Chattel (See  
also entry 86)

78. CHATTELS, 1894--. 3 f.b.

Chattel mortgages filed but not recorded, showing instrument number, names of mortgagor and mortgagee, by whom filed, date and time of filing, recorder's signature, and amount of fee paid. Arr. by document no. No index. 10 x 5 x 12. Rec.'s off., 1st fl.



79. CHATTEL MORTGAGE RECORD, 1864--. 78 v. (1-78). 1824-29 in Deeds, entry 68; 1830-63 in Mortgage Record (Real Estate and Marginal Releases), entry 74.

Recordation of chattel mortgages and liens on gets, showing document number, names of parties, amount of mortgage or lien, description of property, and dates of execution and recording. Also contains Chattel Mortgages (Justice of the Peace), 1864-1920, 1931--, entry 80. Arr. chron. Indexed alph. by name of mortgagor, 1864-1909, hdw.; 1910-12, typod; 1913--, hdw. on pr. fm. 692 p. 18 x 12 $\frac{1}{2}$  x 2 $\frac{1}{2}$ . V. 1-39, 1864-1912, north strm., 3rd fl.; v. 40-78, 1913--, rec's off., 1st fl.

80. CHATTEL MORTGAGES, 1921-30. 6 v. 1824-29 in Deeds, entry 68; 1830-63 in Mortgage Record (Real Estate and Marginal Releases), entry 74; 1864-1920, 1931-- in Chattel Mortgage Record, entry 79.

Recordation of chattel mortgages recorded by justices of the peace, showing names of mortgagor and mortgagee, description of property, amount of mortgage, date of execution, and signature of the justice of the peace. Arr. chron. Indexed alph. by names of mortgagor and mortgagee. Hdw. on pr. fm. 500 p. 16 x 11 x 2 $\frac{1}{2}$ . North strm., 3rd fl.

Certificates of Levy, Sale, and  
Redemption (See also entry 248)

81. SHERIFF'S CERTIFICATES OF LEVY, SALES, AND REDEMPTIONS, 1841--.  
5 v. (1 not lettered, I-L).

Recordation of sheriff's certificates of levy, sale, and redemption, showing names of plaintiff, defendant, and sheriff, dates of levy, sale, redemption, filing, and recording, legal description of property, amount of sale, and period of redemption. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. on pr. fm. 450 p. 15 x 12 x 2 $\frac{1}{2}$ . Rec.'s off., 1st fl.

82. SHERIFF'S CERTIFICATE OF LEVY AND MASTER'S CERTIFICATE, 1841--.  
3 v. (1-3).

Recordation of sheriff's certificates of levy and master's certificate of sale, showing names of plaintiff, defendant, sheriff, and master in chancery, date, legal description of property, consideration, and number of certificate. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, 1858--, see entry 196. 1841-66, hdw.; 1867--, hdw. on pr. fm. 600 p. 18 x 12 x 3. Rec.'s off., 1st fl.

83. CERTIFICATES OF SALES AND REDEMPTIONS, 1841--. 4 v. (A-C, 3).  
Recordation of sheriff's certificates of levy, sale, indebtedness, foreclosure, and satisfaction or redemption, showing names of plaintiff, defendant, sheriff, master in chancery, purchaser, and recorder, dates, certificate number, legal description of property, and consideration. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, 1858--, see entry 196. 580 p. 18 x 12 x 2 $\frac{1}{2}$ . Rec.'s off., 1st fl.





84. CERTIFICATE OF LEVY, SALES, AND REDEMPTIONS, 1854--. 7 f.b. Certificates of levy, sales, and redemptions, showing date of certificate, date and amount of judgment, costs, and total amount, dates of notices, and names of plaintiff, defendant, purchaser, master, and sheriff. Arr. chron. No index. Hdw. on pr. fm. 10 x 4 $\frac{1}{2}$  x 14. Rec.'s off., 1st fl.

#### Other Instruments

85. RECORD OF SOLDIERS' DISCHARGES, 1863--. 3 v. (1-3). Record of discharges, showing name, rank, organization, birthplace and date, occupation, personal description, place and date of discharge, and name and rank of commanding officer; also record of enlistments showing name, grade, date of enlistment, prior service, rating, horsemanship, battles, engagements, skirmishes, expeditions, knowledge of any vocation, wounds, physical condition when discharged, dates of completion of typhoid and paratyphoid prophylaxis, marital status, character, remarks, signature of soldier, commanding officer's signature and rank, date of filing for record, and recorder's signature. Arr. chron. Indexed alph. by name of soldier. Hdw. on pr. fm. 616 p. 18 x 12 x 2 $\frac{1}{2}$ . Rec.'s off., 1st fl.

For other military records, see entries 42, 58.

86. MISCELLANEOUS PAPERS, 1894--. 72 f.b. Title varies: Recorded Instruments. Instruments left for recording and not called for, including releases, real estate and chattel mortgages, bills of sale, affidavits, quitclaim, warranty, and executors' deeds, and articles of agreement. Arr. chron. No index. Hdw. on pr. fm. 5 x 4 $\frac{1}{2}$  x 12 - 10 x 5 x 12. Rec.'s off., 1st fl.

87. MISCELLANEOUS RECORD, 1869--. 16 v. (A-P). Recordation of miscellaneous instruments, including articles of incorporation and bylaws of corporations, certificates of ownership of property, quitclaim deeds, oil and gas leases, papers in receivership, powers of attorney, statements of bankruptcy, private contracts, affidavits, city and village ordinances, and plats of streets. Arr. chron. Indexed alph. by name of grantor. 1869-1909, hdw.; 1910--, typed. Binding poor. 640 p. 18 x 12 x 2 $\frac{1}{2}$ . Rec.'s off., 1st fl.

88. REGISTER OF FARM NAMES, 1915--. 1 v. (1). Last entry 1921. Register of farm names showing names of farm and owner, description and location of farm, date of filing, and notarial acknowledgment. Arr. chron. Indexed alph. by name of owner. Hdw. on pr. fm. 296 p. 18 x 12 x 2. Rec.'s off., 1st fl.

89. LIENS UPON CHATTELS, 1922--. 1 f.b. (18). Prior records cannot be located. Liens on chattels, showing file number, names of claimant and defendant, statement of claim for lien, date of filing for record, date of service, book and page number, and fees. Arr. chron. No index. Hdw. and typed on pr. fm. 10 x 5 x 12. Rec.'s off., 1st fl.



90. STALLION REGISTER AND RENEWAL, 1910-21. 2 v. (1, 2). Discontinued as a county record. Subsequent similar records kept by State Department of Agriculture.

Record of registered stallions, showing certificate number, names of stallion, owner, and breeder, description of stallion, register number, record as to certificate of examination by Illinois Stallion Department, and date of filing. Arr. chron. Indexed alph. by name of owner. Hdw. on pr. fm., typed, and hdw. Binding very poor. 320 p. 18 x 12 x 2. Rec.'s off., 1st fl.

Maps and Plats  
(See also ontry 86)

91. (PLATS, JACKSONVILLE), 1868. 13 maps.

Plats of additions to city of Jacksonville, showing section, township, and range numbers, location and boundaries of each block, number, dimensions, and descriptions of each lot, location and width of streets and alleys, and certification of city surveyor. Political. Black and white. 1 in. to 200 ft. 13 x 18 x 16. Rec.'s off., 1st fl.

92. PLAT BOOK OF MORGAN COUNTY, 1913. 85 maps.

Plat book of Morgan County showing townships, school districts, roads, cities, villages, parks, and institutions. Jacksonville, Illinois: Caldwell and Nelson Engineering Company, publisher. Printed and colored. 85 p. 18 x 16. Rec.'s off., 1st fl.

93. CITY OF JACKSONVILLE, 1868. 13 maps.

Plats of additions to the city of Jacksonville. Artist, R. C. Crampton. Jacksonville, Illinois: Charles W. Brown, publisher. Blueprint. 1 in. to 200 ft. 18 x 16. Rec.'s off., 1st fl.

#### IV. COUNTY COURT

The county court serves as the judicial branch of county government. This court is administered by the county judge who is elected for a four-year term by the county electorate.<sup>1</sup> Before entering upon the duties of his office, the county judge is required to take and subscribe to an oath which he files with the Secretary of State.<sup>2</sup> The compensation of the Morgan county judge was originally set at \$2.50 per diem for holding court,

---

1. R.S.1874, p. 339; L.1881, p. 70.

2. R.S.1874, p. 339.





which was paid quarterly from the county treasury.<sup>1</sup> Today, the judge in this county receives \$3,240 per annum.<sup>2</sup> The court hears and determines matters in which it has original or concurrent jurisdiction, including appeals from the justices of the peace and police magistrates.<sup>3</sup>

At the time of the organization of Morgan County the powers of the judiciary in all counties were administered only by the justices of the peace,<sup>4</sup> the probate judge,<sup>5</sup> and the circuit court.<sup>6</sup> Later, a civil and criminal court with jurisdiction coextensive with the county lines was established under the provisions of the Constitution of 1848 and legislation of 1849.<sup>7</sup> The court created was the county court. This unit of county government was established with a partial reversion to the dual function, administrative and judicial, of the local judiciary in Illinois under the Territorial Laws prior to 1818. The court was different from the territorial courts in that its composition varied for each of the two functions. The judicial court was administered by the county judge, who was elected by the county electorate and commissioned by the Governor. His original four-year tenure of office has remained effective to the present.<sup>8</sup> As the governing body, the court was made up of the county judge and two justices of the peace.<sup>9</sup>

Under the second constitution, complete separation of county business powers from the judicial could be had with the acceptance by the county electorate of an independent administrative body, the board of supervisors, established under township organization.<sup>10</sup> This form of government was never adopted by Morgan, the county continuing under the dual county court until 1873 when the board of county commissioners became successor to the county court in its jurisdiction over county affairs and business. Since that date, the county court has served only as a judicial court in Morgan County.

The county court as established in 1849 was vested with the same civil and criminal jurisdiction as the justices of the peace. The county judge was made conservator of the peace for the county. He was given the same power and authority as the circuit judge in preserving order in the court and punishing contempts offered the court while in

- 
1. L.1849, p. 63.
  2. L.1933, p. 616.
  3. R.S.1874, p. 339,340; L.1881, p. 70.
  4. Constitution of 1818, Art. IV, sec. 8; L.1819, p. 192.
  5. L.1821, p. 119.
  6. L.1819, p. 380.
  7. Constitution of 1848, Art. V. sec. 16; L.1849, p. 62.
  8. L.1849, p. 62; R.S.1874, p. 339; L.1933, p. 451.
  9. L.1849, p. 65.
  10. Constitution of 1848, Art. VII, sec. 6; L.1849, p. 192,202.





session.<sup>1</sup> Suits for sale of delinquent lands for taxes of 1848, and prior years, could be brought and presented in either the circuit or county court, but for taxes of subsequent years, the county court was given exclusive original jurisdiction.<sup>2</sup> The court also exercised jurisdiction equal with that of the circuit court over naturalization.<sup>3</sup>

In addition to its civil and criminal jurisdiction, the court was vested with all the powers and jurisdiction in probate matters which were vested prior to this date in the court of the probate justice. The court was given concurrent jurisdiction with the circuit court in hearing and determining applications for the sale of real estate of deceased persons and for the payment of debts for the estate.<sup>4</sup> In Morgan County the county judge has served to the present in his ex-officio capacity as judge of the probate court.<sup>5</sup>

The law jurisdiction of the county court in Morgan County from 1874 to the present, has been concurrent with that of the circuit court in that class of cases wherein the justices of the peace have jurisdiction where the value of the amount in controversy does not exceed \$1,000,<sup>6</sup> in all cases of appeals from justices of the peace and police magistrates, and in all criminal offenses and misdemeanors where the punishment is not imprisonment in the penitentiary or death.<sup>7</sup> The county court also has original jurisdiction in matters relating to indigent mothers,<sup>8</sup> jurisdiction over insane persons not charged with crime, and authority to appoint a conservator for the estates of insane persons.<sup>9</sup>

The county and circuit courts have original jurisdiction in cases of juvenile offenders. This jurisdiction is over matters dealing with dependent, neglected, and delinquent children. The authority includes provision for the treatment, control, maintenance, adoption, and guardianship of such children.<sup>10</sup>

- 
1. L.1849, p. 65.
  2. Ibid., p. 126.
  3. U.S.S. at Large, v. 2, p. 155.
  4. L.1849, p. 65.
  5. Constitution of 1870, Art. VI, sec. 18; R.S.1874, p. 339; L.1933, p. 449.
  6. Under the laws of 1872 and the revised statutes of 1874, the jurisdiction was in cases not exceeding \$500 (L.1871-72, p. 325; R.S.1874, p. 340). Legislation enacted in 1933 extended the jurisdiction to \$2,000 (L.1933, p. 452), but a later amendment of the same session, passed June 21, placed the jurisdiction in cases where the amount involved is not over \$1,000 (ibid, p. 449).
  7. R.S.1874, p. 340; L.1877, p. 77; L.1933, p. 448.
  8. L.1913, p. 127; L.1915, p. 243; L.1921, p. 164; L.1935, p. 256.
  9. L.1869, p. 364; R.S.1874, p. 685; L.1903, p. 247.
  10. L.1899, p. 131-37; L.1901, p. 141-44; L.1905, p. 152-56; L.1907, p. 70-72.



In this class of cases the juvenile probation officer functions as an assistant of the county court in the administration of justice. Provision was first made for a probation officer under the laws of 1899. This legislation provided for the appointment of probation officers by the court to serve without compensation from the public treasury and at the pleasure of the court.<sup>1</sup> In 1907 an amendment to this act authorized the court to allow compensation to such officers in a sum to be set by the county board, but the power of the court to appoint probation officers to serve without pay was in no way abridged by this legislation.<sup>2</sup> An amendment of 1925 provided that if more than one probation officer were appointed, one was to be designated the chief probation officer. To be eligible for the position of chief probation officer, the candidate was required to have had experience in social welfare work equivalent to one year spent in active practical welfare work. Minimum rates, based upon population, were established for the compensation of these officers, the county board to fix the amount. Where a county had only one probation officer, the salary rates were made to apply to that individual. For Morgan County and others with more than twenty-five thousand and less than fifty thousand inhabitants, the rate is set at a sum not less than \$100 a month. The court, however, retains the power to appoint probation officers to serve without pay.<sup>3</sup>

The officer under consideration makes investigation on order of the court and takes charge of the child before and after the trial. He is required to be present at the court hearings in order that he may represent the interest of the child. This officer also furnishes information and assistance as required by the court.<sup>4</sup>

Upon petition filed with the clerk of the court for the removal of a neglected or dependent child from the custody of its parents or guardian, process is issued for appearance. The summons may be served by the sheriff or by the duly appointed probation officer.<sup>5</sup>

At any time after the filing of the petition and pending the final disposition, the court may allow the child to remain in the possession of its custodian or in its home subject to the visitation of the probation officer; or the child may be ordered in custody of the probation officer.<sup>6</sup> If upon hearing the case the court finds the child to be dependent or neglected, the court may commit the child to an association or institution or allow the child to remain in his home subject to the

---

1. L.1899, p. 133.

2. L.1907, p. 69,70.

3. L.1925, p. 187,188.

4. L.1899, p. 133.

5. Ibid., p. 132,133; L.1905, p. 153,154; L.1907, p. 72,73.

6. L.1907, p. 74.





visitation of the probation officer.<sup>1</sup> In a similar fashion the probation officer for adults, an appointee of the circuit court, assists the court in the administration of justice among adult violators.<sup>2</sup>

In cases of delinquency, if the court finds any child to be delinquent, the court may commit the child to an institution or to the custody of the probation officer. The court may, upon its discretion, send juvenile offenders and vagrants to the state reform school rather than to the county jail.<sup>3</sup>

Another probation officer, also an appointee of the county court, assists the court in mothers' pension cases. The state and county funds for indigent mothers and their children are administered by the county court, its appointed probation officers, the county board with the assistance of the county clerk, the county treasurer, and the State Department of Public Welfare. The county court, however, is given original jurisdiction in these matters.<sup>4</sup>

A mother whose husband is dead or incapacitated, or who is abandoned by her husband is entitled to the benefits of the mothers' pension fund. Such mother in need may file an application with the county court for relief. The case of the applicant is then investigated by the probation officer under the direction of the court.<sup>5</sup> A report and recommendation of the approval or disapproval of such application is then made by this officer to the court. If the application is approved, the probation officer or other person may file with the clerk of the court a written petition verified by affidavit setting forth the facts giving the court jurisdiction and other facts upon which an order for relief is entered. Upon receipt of the petition, a summons is issued to the mother and the county board for appearance. The usual procedure is for the board to make a written appearance. Upon the hearing in court, the court may make an order upon the county board to pay monthly such money as may be necessary for the care of the mother and her child or children in accordance with the provisions of law.<sup>6</sup>

To carry out this procedure, the county court appoints the probation officer who serves during the pleasure of the court and is compensated for his services by the county in such amount as determined by the county board. As noted above, this officer investigates all applications for relief and makes a written report to the court. In addition to this duty,

---

1. L.1923, p. 180,181.

2. L.1911, p. 280-82.

3. L.1907, p. 75.

4. L.1913, p. 127-30; L.1921, p. 163; L.1933, p. 194;195; L.1935, p. 256,59.

5. L.1913, p. 127; L.1915, p. 244; L.1935, p. 256,257.

6. L.1913, p. 127-29; L.1935, p. 257.



the probation officer makes quarterly visits and supervises, under the direction of the court, the families to which such assistance has been granted.<sup>1</sup>

The county board annually levies a tax on all taxable property to provide for the mothers' pension fund. The levy is made not in excess of two-fifths of one mill on a dollar in Morgan County.<sup>2</sup> In addition, the General Assembly, from time to time, makes appropriations to the State Department of Public Welfare, which funds, in turn, are distributed to the several counties to supplement the pension fund. To become entitled to the state appropriation, the county must meet the standards of administration set by the state agency. The county treasurer certifies to the state department an itemized statement, attested by the county clerk, of the money paid out during each quarter in accordance with the legislative provisions for this pension and also certifies annually the total assessed valuation and amount of money raised by tax levy for the mothers' pension fund.<sup>3</sup>

Jurisdiction in the election procedure is vested variously in the county board, the county court, and the county clerk. In the event that any city, village, or incorporated town within the county should adopt the City Elections Act, the county court is required to appoint a board of three election commissioners who serve for three-year terms. These election boards have authority and are charged with the organization of election districts and precincts, the appointment of judges and clerks of election, provision of election ballots, and the application of the rules and regulations for permanent registration and elections. Only one such board is appointed, however, in each county; this board has jurisdiction over elections in all cities, villages, or incorporated towns which may adopt the act.<sup>4</sup> Otherwise, jurisdiction is vested in the county board, county court, and county clerk. The county court has original jurisdiction in election contests for certain county, district, and township offices.<sup>5</sup>

Aiding in the settlement of questions arising in the course of the election procedure is the county officers electoral board. This body consists of the county judge as chairman, the county clerk, and the state's attorney.<sup>6</sup>

- 
1. L.1913, p. 129,130; L.1935, p. 258.
  2. L.1919, p. 780,781; L.1927, p. 196,197; L.1928, First Sp. Sess., p. 3, 4; L.1933, p. 194.
  3. L.1935, p. 259.
  4. L.1885, p. 147-49; L.1899, p. 163-65; L.1917, p. 445,446; L.1929, p. 399; L.1933, p. 534; L.1935-36, Fourth Sp. Sess., p. 35.
  5. L.1871-72, p. 396. This law applies to county courts in both township and commissioner counties, but since Morgan County is of the latter type and does not have townships the portion of the law relating to election contests for township officers is ineffective in this county today.
  6. L.1891, p. 110; L.1933, p. 552.





The several nomination papers for county offices are filed with the county clerk and are considered valid unless objections are made within five days after the last day for filing such papers. Objections to nominations are made to the county officers electoral board for any office of the county, park district, or other division coterminous with or less than the county and other than a city, village, incorporated town or township.<sup>1</sup> The objector's petition is filed with the county clerk who presents the same together with the nomination papers or certificate before the electoral board.<sup>2</sup> The petition contains the objector's name and residence, nature of objection, the interest of the objector, and the relief sought of the board.<sup>3</sup> A notice of the hearing is sent to the candidate. Upon hearing the objections, the board renders a final decision by majority vote. In the event the candidate whose nomination is protested is a member of the electoral board the circuit judge is required to fill his place.<sup>4</sup>

Under an act of 1933 housing corporations may be organized in Illinois for the express purpose of improving housing conditions.<sup>5</sup> Such corporations are subject to the supervision and control of the state housing board. This state agency has authority, after investigations and public hearings, to approve the acquisition of property and construction of housing projects. If the state housing board approves a project over the objections of ten percent of the property owners within a mile, but not included in the project, it must then file an application with the clerk of the county court to be submitted to the county judge for the confirmation of its approval. Such application is to contain copies of the findings and order of the board, transcript of testimony, description of the project and public spaces, statement of location, and reasons for approval by the board. The objectors to the project may file objections in the county court to the confirmation of such project. The county judge then examines the application, objections, and any additional evidence before rendering a decision of "approved" or "not approved" on the application.<sup>6</sup>

Appeals from the judgments and decisions of the county court may be taken to the circuit court.<sup>7</sup> To the appellate court or supreme court may be taken and prosecuted appeals and writs of error in proceedings for the sale of lands for taxes and special assessments, in all common law and attachment cases, and in cases of forcible detainer and forcible entry and detainer. Such appeals and writs of error are, when not otherwise provided, taken and prosecuted in the same manner as appeals and writs of error from the circuit court.<sup>8</sup>

---

1. L.1891, p. 110,111; L.1929, p. 394.

2. L.1891, p. 111; L.1929, p. 394; L.1933, p. 552.

3. L.1929, p. 394,395.

4. L.1933, p. 552.

5. Ibid., p. 396-415; L.1933-34, Third Sp. Sess., p. 167-74.

6. Ibid.

7. R.S.1874, p. 339; L.1933, p. 396.

8. R.S.1874, p. 339; L.1877, p. 77; L.1881, p. 66.





The records of the county court are kept by the county clerk who is ex-officio clerk of the county court. In addition to the statutory records described below, the clerk necessarily maintains others in effecting the court's orders.<sup>1</sup>

For the court the clerk keeps the following records:

1. Books of record of the proceedings and judgments of the court with alphabetical indexes by names of parties. Proceedings are recorded at length only in cases designated by law or when the court, at the motion and assumption of expenses by one of the parties, so orders. In practice, the court record has been broken down from an early date into segregated types of proceedings and judgments.
2. "Plaintiff-Defendant Index to Court Records" and "Defendant-Plaintiff Index to Court Records," intended to be separate records, but frequently combined in a single volume with the two indexes segregated in each volume.
3. A general docket in which all suits are entered in the order they are commenced.
4. A judgment and execution docket containing a column for the entry of satisfaction or other disposition. In practice, an execution docket is frequently set up independently.
5. Additional dockets, designated as the clerk's, judge's, and bar docket. In practice, the bar docket has tended to drop out of use.<sup>2</sup>
6. A fee book in which costs and fees are to be entered under the proper title of the cause. In practice, separate series of volumes are maintained under these titles of causes.
7. Transcripts of proceedings in appeals from justices' courts, dockets thereof, and transcripts of judgment for liens, etc., from justices' courts.
8. Naturalization record including petitions, proceedings, final certificates, etc. The county courts in Illinois prior to 1906 met the requirements of Federal statutes to exercise naturalization jurisdiction.<sup>3</sup>

- 
1. The form which such records take is generally determined by court order (L.1849, p. 66; R.S.1874, p. 263).
  2. The Civil Practice Act of 1933 grants authority to county courts, subject to rules promulgated by the supreme court and not inconsistent with statutory requirements, to make such rules as they may deem expedient, regulating dockets and calendars of said court (L.1933, p. 786).
  3. U.S.S. at Large, v. 2, p. 153; U.S.R.S.1789-1874, p. 378.



9. Original documents used in court hearings and determinations; of particular importance in the large number of cases where complete proceedings are not spread on court records.<sup>1</sup>
10. Monthly reports of the warden of the county jail containing a list of all prisoners in his custody and showing the cause of commitment and names of persons by whom committed.<sup>2</sup>

Proceedings of Court  
(See also entries 65C1, 140A)

94. COMMON LAW AND CRIMINAL FILES, 1873--. 197 f.b. (1-223, grouped).

Files of county court common law and criminal cases, including summonses, subpoenas, bills, complaints, pleas, writs, transcripts of evidence, instructions to jury, verdicts, appeals, state's attorney's documents, pertaining to each case, and orders and decrees of court. Also contains Delinquent and Dependent (Files), 1873-1911, entry 103; Feeble-minded Children, 1873-1915, entry 106; and Recognizance Bonds, 1873-1902, entry 127. Arr. by case no. Hdw., typed, hdw. and typed on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

95. INDEX TO COUNTY COURT FILES, 1873--. 1 v.

Index to Common Law and Criminal Files, entry 94, showing names of plaintiff and defendant, and file box number. Arr. alph. by name of defendant. Hdw. 400 p. 12 x 6 x 2. Co. clk.'s vlt., 1st fl.

96. COUNTY COURT RECORD, 1872--. 9 v. (1-9). Title varies: County Court Record Laws; Common Law Record.

County court record, showing court term and date, names of plaintiff and defendant, cause for action, presentation of case, and orders of court; contains record of adoptions and of proceedings in feeble-minded cases, probation and recognizance records, 1872-84, 1919--, default record, and confession record. Also contains County Court Record Criminal, 1872-84, 1919--, entry 97; Insanity Record, 1872-77, entry 101; Dependent and Delinquent Children, 1872-1910, entry 105; and Special Assessment Record, 1872-1908, entry 111. Arr. chron. Indexed alph. by name of defendant; for sep. index to special assessment records, 1872-1908, see entry 112. 1872-78, hdw.; 1879-1921, hdw. under pr. hdgs.; 1922--, typed under pr. hdgs. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

---

1. R.S.1845, p. 323,324,414,418,419; L.1865, p. 79,80; L.1871-72, p. 325; R.S.1874, p. 262,263,339; L.1877, p. 77; L.1933, p. 448,451; U.S.S. at Large, v. 2, p. 153-55; U.S.R.S.1789-1874, p. 378-80; U.S.S. at Large, v. 34, part 1, p. 595-607; U.S.S. at Large, v. 44, part 2, p. 709,710.

2. R.S.1874, p. 616; L.1933, p. 678.





97. COUNTY COURT RECORD CRIMINAL, 1885-1918. 4 v. (A-D). 1872-84, 1919-- in County Court Record, entry 96.

Record of criminal cases in county court, showing court term and date, names of plaintiff, defendant, and attorneys, cause for action, and proceedings and orders of court; also contains probation and recognizance records. Arr. chron. Indexed alph. by name of defendant. Hdw. 500 p. 18 x 12 x  $2\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

98. ADOPTIONS, 1868--. 3 f.b. 1840-67 in (County Clerk's Miscellaneous Papers), entry 65Cl.

Adoption papers including petitions, entries of appearance, decrees, and consent of parents to adoptions of minor children. Arr. chron. For indexes, see entries 99 and 107. Hdw. and typed on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

99. INDEX TO ADOPTION FILES, 1868--. 1 v.

Index to Adoptions, entry 98, showing name of child and file box number. From 1904--, this index has been transcribed into Miscellaneous Index, entry 107. Arr. alph. by name of child. Hdw. 100 p. 6 x 4 x  $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

100. INSANITY, 1875--. 28 f.b.

Documents in insanity cases, including writs of inquisition, petitions, reports of insanity commission, and decrees of commitment or discharge. Arr. by case no. No index. Hdw. on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

101. INSANITY RECORD (Trial by Jury), 1892--. 3 v. (A, C, D). Last entry 1929. Title varies: Findings and Orders of Insanity. 1872-77 in County Court Record, entry 96; 1878-91 in Conservators' Record, entry 161.

Record of insanity trials, showing date, names of persons alleged insane, petitioner, judge, clerk, sheriff, witnesses, and jury, findings of trial, and order of court. Also contains Insanity Record (Trial by Commission), 1892-1909, entry 102. Arr. chron. Indexed alph. by name of alleged insane person. Hdw. on pr. fm. 350 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

102. INSANITY RECORD (Trial by Commission), 1910--. 5 v. (E-I). 1878-91 in Conservators' Record, entry 161; 1892-1909 in Insanity Record (Trial by Jury), entry 101.

Record of insanity trials by commission, showing date, names of person alleged insane, petitioner, judge, members of commission, witnesses, sheriff, and clerk, findings of commission, and order of court. Arr. chron. Indexed alph. by name of person alleged insane. Hdw. on pr. fm. 296 p. 18 x 12 x  $1\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

103. DELINQUENT AND DEPENDENT (Files), 1912--. 4 f.b. 1873-1911 in Common Law and Criminal Files, entry 94.

Case files of delinquent and dependent children, including affidavits, petitions, writs, reports of investigators, and orders of the court. Arr. by case no. For indexes, see entries 104 and 107. Hdw. and typed on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.



104. INDEX TO FILES OF DELINQUENT AND DEPENDENT CHILDREN, 1912--. 1 v. Index to Delinquent and Dependent (Files), entry 103, showing name of child and file box number. This index has been transcribed in Miscellaneous Index, entry 107. Arr. alph. by name of child. Hdw. 100 p. 8 x 6 x  $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

105. DEPENDENT AND DELINQUENT CHILDREN, 1911--. 1 v. (1). 1872-1910 in County Court Record, entry 96.  
Record of proceedings in cases of dependent and delinquent children, showing court term and date, name, age, and address of dependent or delinquent child, final disposition, and signature of clerk. Arr. chron. Indexed alph. by name of dependent or delinquent. Hdw. on pr, fm. 300 p. 18 x 12 x  $1\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

106. FEEBLE-MINDED CHILDREN, 1916--. 2 f.b. (1, 2). 1873-1915 in Common Law and Criminal Files, entry 94.  
Documents in cases of feeble-minded children, including writs of inquisition, petitions, reports of commission, and court orders. Arr. chron. Hdw. on pr, fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

107. MISCELLANEOUS INDEX, 1904--. 1 v. (1).  
Index to Feeble-minded Children, entry 106, showing name of child, and case and file box numbers. Also indexes Inheritance Tax Receipts, entry 177. Also contains duplicate of Index to Adoption Files, 1904--, entry 99 and duplicate of Index to Files of Delinquent and Dependent Children, 1912--, entry 104. Arr. chron. by name of principal. Hdw. under pr. hdgs. 400 p. 16 x 11 x 2. Co. clk.'s vlt., 1st fl.

108. CONDEMNATION RECORD, PANKEY POND, ALLEY A, 1890--. 2 f.b.  
Petitions for condemnations or special assessments, and copy of ordinances providing for local improvements, showing description and locations of parcels, and signatures of petitioners and attorney. Arr. chron. No index. Typed. 10 x  $4\frac{1}{2}$  x 14. Co. clk.'s vlt., 1st fl.

109. SPECIAL ASSESSMENTS FOR PUBLIC IMPROVEMENTS, 1900--. 22 f.b.  
Special assessment files, and petitions of the city of Jacksonville to levy special assessments for the cost of various improvements, such as water, streets, lighting, parks, and sewage disposal plants, containing surveys, plats, plans, and specifications of proposed and completed improvements, special assessment rolls, applications and certificates of the board of local improvements, with signature of approval of each board member, date of filing for record, and signature of clerk. Arr. by file no. Hdw. and typed. 10 x  $4\frac{1}{2}$  x 14. Co. clk.'s vlt., 1st fl.

110. INDEX, SPECIAL ASSESSMENTS, 1900--. 1 v.  
Index to Special Assessments for Public Improvements, entry 109, showing name of improvement and file number. Arr. alph. by title of improvement. Hdw. 100 p. 10 x 6 x 1. Co. clk.'s vlt., 1st fl.





111. SPECIAL ASSESSMENT RECORD, 1909--. 4 v. (A-D). 1872-1908 in County Court Record, entry 96.

Record of petitions for special assessments for improvements, showing names of improvement, owner, and addition, date, frontage in feet and inches, subdivision of lot, lot and block numbers, amount of assessment, number and amounts of installments, and date of granting or denial of petition. Arr. chron. Indexed alph. by title of improvement; for sep. index, see entry 112. Hdw. and typed under pr. hdgs. 840 p. 18 x 14 $\frac{1}{2}$  x 4. Co. clk.'s vlt., 1st fl.

112. INDEX TO SPECIAL ASSESSMENT RECORDS, 1872--. 1 v.

Index to Special Assessment Record, entry 111, showing name of improvement, record book number or letter, and page number; also indexes, special assessment records in County Court Record, entry 96. Arr. alph. by title of improvement. Hdw. 150 p. 8 x 5 x 1. Co. clk.'s vlt., 1st fl.

113. RECORD OF INSOLVENT DEBTORS, 1878--. 2 v. (1, 2).

Record of insolvent debtors, showing names of insolvent person and appraiser, inventory and appraisal of property, and amounts of debts and liabilities. Arr. chron. Indexed alph. by name of insolvent person. Hdw. 500 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

## Dockets

### Court Dockets

114. COUNTY CASES DISPOSED OF (Common Law and Criminal), 1872--.

11 v. (9 not numbered, 1, 2). Title varies: Judge's Docket. Judge's docket of cases disposed of, showing date, names of plaintiff, defendant, and attorneys, cause of action, court orders, and record book and page number. Also contains Judge's Docket Criminal, 1872-97, 1922--, entry 116; Insanity Docket, 1872-91, entry 119; and Docket of Proceedings of Feeble-mindedness, 1872-1915, entry 120. Arr. chron. Indexed alph. by name of plaintiff. Hdw. under pr. hdgs. 752 p. 18 x 12 x 4. Co. clk.'s vlt., 1st fl.

115. JUDGE'S DOCKET COUNTY COURT (Current), 1924--. 1 v.

Judge's docket of pending cases, showing date, names of plaintiff, defendant, and attorneys, cause of action, court orders, and record book and page number. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

116. JUDGE'S DOCKET CRIMINAL, 1898-1921. 4 v. 1872-97, 1922-- in

County Cases Disposed of (Common Law and Criminal), entry 114. Judge's docket of criminal cases in county court, showing date, case number, names of plaintiff, defendant, and attorneys, cause of action, and orders of court. Arr. chron. No index. Hdw. under pr. hdgs. 320 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.





## 117. JUDGMENT DOCKET, 1872--. 3 v. (1-3).

Judgment docket, showing court term and date, names of plaintiff and defendant, nature of action, debts, damages, costs, and orders of court. Arr. alph. by name of person against whom judgment is entered. Indexed alph. by name of defendant. Hdw. under pr. hdgs. 250 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl.

## 118. EXECUTION DOCKET, 1872--. 2 v. (1, 2).

County court execution docket, showing date of execution, docket number, names of plaintiff and defendant, date and amount of judgment and costs, and dates of delivery and return. Arr. alph. by name of person against whom judgment is entered. Indexed alph. by names of plaintiff and defendant. Hdw. on pr. fm. 200 p. 18 x 12 x 2½. Co. clk.'s vlt., 1st fl.

## 119. INSANITY DOCKET, 1892--. 11 v. (1-11). 1872-91 in County Cases Disposed of (Common Law and Criminal), entry 114.

Docket of insanity cases, showing date, names of person alleged insane, petitioner, and witnesses, findings of jury or commission, and court orders. Arr. chron. Indexed alph. by name of person alleged insane. Hdw. under pr. hdgs. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

## 120. DOCKET OF PROCEEDINGS OF FEEBLE-MINDEDNESS, 1916--. 1 v. (A). 1872-1915 in County Cases Disposed of (Common Law and Criminal), entry 114.

Docket and record of proceedings of feeble-minded persons, showing names of defendant, petitioner, judge, and witnesses, history of case, dates, and orders of court. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 500 p. 18 x 12 x 2½. Co. clk.'s vlt., 1st fl.

## 121. BAR DOCKET, 1893-1906. 2 v. Discontinued.

Bar docket of cases in county court, showing date, names of plaintiff and defendant, and cause of action. Arr. chron. No index. Hdw. 160 p. 16 x 12 x 2. Co. clk.'s vlt., 1st fl.

Justices' Dockets (See also entries 209, 210)

## 122. JUSTICE DOCKET, 1859--. 114 v. Prior records cannot be located.

Dockets of justices of the peace, showing date, names of plaintiff, defendant, constable, and justice, cause of action, kind of process, amount of fees and costs, and record of proceedings of court. Arr. chron. Indexed alph. by name of defendant. Hdw. under pr. hdgs. 400 - 500 p. 14 x 9 x 2 - 16 x 11 x 2½. North strm., 3rd fl.

## Fee Books

## 123. FEE BOOK (Common Law and Criminal), 1874--. 9 v. (3-6, 6-10).

Common law and criminal fee book, including witness fees and record of fines, showing date, case number, names of plaintiff and defendant, cause for action, amounts of fees and costs, and totals. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. on pr. fm. 600 p. 19 x 12 x 3. Co. clk.'s vlt., 1st fl.



124. INSANITY FEE BOOK, 1896--. 4 v. (1-4). 1862-95 in Administrators' and Executors' Fee Book, entry 184.

Record of insanity fees received by county clerk, showing names of patient, commissioners, state's attorney, and treasurer, date and place of commitment, itemized list of costs and fees, residence of patient, and date of court term. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

Reports to Court  
(See also entry 65C2)

125. CEMETERY AND FUNERAL ASSOCIATION REPORTS, 1911--. 1 f.b. No prior records.

Reports to the county court by trustees of cemetery and funeral associations, showing items of receipts and disbursements, total amount, and date of filing. Arr. chron. No index. Typed on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

Bonds  
(See also entries 232, 248)

126. (MISCELLANEOUS BONDS), 1895--. In (County Clerk's Miscellaneous Papers), entry 65C3.

Bonds posted in county court, including appeal, assignees' attachment bonds, bastardy, child abandonment, recognizance, replevin, and bonds of trustees.

127. RECOGNIZANCE BONDS, 1903--. 2 f.b. 1873-1902 in Common Law and Criminal Files, entry 94.

Recognizance bonds showing names of plaintiff and defendant, sureties, amount of bond, condition of obligation, date, cause or crime, certificate with date, and signature of sheriff. Arr. chron. No index. Hdw. on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

Probation

Mothers' Pension (See  
also entries 6, 268, 276, 284)

128. MOTHERS' PENSION FUND, 1913--. 3 f.b. (1-3).

Documents in mothers' pension cases, including applications, petitions, reports of investigating officer, and orders of court granting or denying petition. Arr. chron. No index. Hdw. on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.





Jury Records

(See also entries 1, 4, 19, 65A5, 193, 231,  
249, 271, 272)

129. (JURY SUMMONSES AND VENIRES), 1895--. In (County Clerk's Miscellaneous Papers), entry 65C4.

Jury venires and summonses to jurors to appear in court, showing name and residence of juror and date of court term.

Naturalization

(See also entries 211, 236-242)

130. NATURALIZATION PAPERS, 1865-1906. 5 f.b.

Documents in naturalization proceedings, including declarations of intention, petitions, oaths, and final certificates. Arr. chron. No index. Hdw. on pr. fm. 10 x 4 $\frac{1}{2}$  x 14. Co. clk.'s vlt., 1st fl.

131. (INDEX TO NATURALIZATION RECORDS, COUNTY COURT), 1865-1906. In General Index to Naturalizations, entry 236.

Index to all naturalization records in county court, showing name and nationality of applicant, dates of declaration of intention, petitions for citizenship, and certificate, and record book and page of entry.

132. NATURALIZATION RECORD - INTENTIONS, 1867-1906. 1 v.

Record of oaths of intent to become naturalized, showing date, name of alien, nativity, oath renouncing allegiance to foreign power, and date of filing. Arr. chron. Indexed alph. by name of alien; for sep. index, see entry 131. Hdw. on pr. fm. 400 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

133. NATURALIZATION RECORD FINAL MINORS, 1880-1905. 3 v. (1 not lettered, 1882-92; 1 not lettered, D, 1890-1905). 1865-79 in Naturalization Record (Soldiers and Minors), entry 135.

Record of petitions and final certificates of naturalization, showing names of minor alien, and witnesses, date of oath and entry into the United States, final oath of allegiance, court order admitting to citizenship, acknowledgment, and signature of clerk. Arr. chron. Indexed alph. by name of alien; for sep. index see entry 131. Hdw. on pr. fm. 250 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

134. NATURALIZATION RECORD, 1866-1906. 3 v. (A-C).

Record of petitions for and final certificates of naturalization, showing date and term of court, names of petitioner and judge, court order to admit petitioner to citizenship, final oath of allegiance, date of certificate, acknowledgment and seal of clerk, and date of filing. Arr. chron. Indexed alph. by name of petitioner; for sep. index see entry 131. Hdw. on pr. fm. 500 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.



135. NATURALIZATION RECORD (Soldiers and Minors), 1865-99. 1 v. No subsequent final certificates for soldiers.

Record of petitions for and final certificates of naturalization issued to soldiers and minors, showing date, names of alien and witnesses, date of oath and entry into the United States, final oath of allegiance, court order admitting to citizenship, acknowledgment, and signature of clerk. Naturalization Record Final Minors, kept separately, 1880-1905, entry 133. Arr. chron. Indexed alph. by name of alien; for sep. index, see entry 131. Hdw. on pr. fm. 216 p. 18 x 12 x  $1\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

#### Office Transactions

##### Receipts and Expenditures

136. COUNTY CLERK'S CASH BOOK, 1873--. 7 v. (A-G).

Cash book of county clerk's daily receipts and expenditures, showing date and amount of receipt or expenditure, on what account, names of payer and payee, purpose of payment, total cash receipt and disbursements, and number and amount of check. Also contains (Probate Clerk's Cash Book), entry 187. Arr. chron. No index. Hdw. under pr. hdgs. 280 - 300 p. 16 x 8 x 2 - 18 x 14 x 2. Co. clk.'s vlt., 1st fl.

Court Business (See also entry 65C5)

137. ATTORNEYS' RECEIPTS FOR PAPERS, 1895--. 4 v.

Record of attorneys' receipts for legal papers, showing file number, title of case, date of withdrawal and return, and attorney's signature for papers. Arr. alph. by title of case. No index. 1898-1905, hdw. under pr. hdgs.; 1906--, typed under pr. hdgs. 375 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

#### V. PROBATE COURT

Jurisdiction in probate matters in Morgan County was vested in a separate probate court from 1823 until 1849. The first incumbent was the probate judge who was appointed by the General Assembly and held office during good behavior.<sup>1</sup> The next incumbent, the probate justice, was elected by the county electorate for a four-year term;<sup>2</sup> a two-year term

---

1. L.1821, p. 119; L.1823, p. 132; L.1825, p. 87.

2. L.1836-37, p. 176.



became effective in 1847.<sup>1</sup> The jurisdiction of the probate court was transferred to the newly created county court in 1849.<sup>2</sup> The Morgan county court has retained probate jurisdiction from 1849 to the present.<sup>3</sup>

As enunciated by the Constitution of 1870 and subsequent legislation, the jurisdiction of the court extends to all matters of probate, the settlement of estates of deceased persons, the appointment of guardians and conservators and settlement of their accounts, and all matters relating to apprentices, and in cases of sales of real estate of deceased persons for payment of debts, proceedings for the collection of taxes and special assessments of property in probate.<sup>4</sup> The court has power to impanel a jury for the trial of issues or matters of fact in any of these proceedings before it.<sup>5</sup>

Aiding the court in its jurisdiction over the administration of intestate estates and the guardianship of minors are, respectively, the public administrator and the public guardian. Each officer is appointed quadrennially by the Governor with the advice and consent of the Senate. The public administrator and public guardian are required to enter into bonds set and approved by the court in sums not less than \$5,000.<sup>6</sup> Their duties are performed under the direction and orders of the court. The records that result from their prescribed duties appear among the records of the court with those of other administrators, executors, and guardians.

When there is no relative or creditor who will administer an intestate estate, the court commits the administration to the public administrator upon application of any person interested in the deceased estate.<sup>7</sup> If a widow or next of kin, or creditor of the deceased appears within six months after the administration is granted to the public administrator, the court then revokes its grant of administration to the public administrator and orders letters of administration granted to such persons interested in the estate. If any balance of intestate estate remains after all debts and charges against the estate which have been presented within two years after the administration of the estate was committed to such public administrator are fully paid, the administrator causes a notice to be published requiring persons still having claims against the estate to present them to the county court within six months. If no claims are

---

1. L.1845, p. 28. Effective in 1847.

2. Constitution of 1848, Art. V, sec. 16,18; L.1849, p. 65.

3. R.S.1874, p. 339,340; L.1933, p. 449,458.

4. Constitution of 1870, Art. VI, sec. 20; R.S.1874, p. 339,340; L.1877, p. 80.

5. R.S.1845, p. 425; L.1933, p. 460.

6. L.1825, p. 70-72, R.L.1829, p. 208; R.L.1833, p. 627,628; R.S.1845, p. 548; L.1871-72, p. 77; L.1881, p. 3; L.1889, p. 165.

7. R.L.1833, p. 628; R.S.1845, p. 548; L.1871-72, p. 89.





presented, the balance is paid into the county treasury, upon the expiration of the six-month period, the county remaining answerable to any future claims.<sup>1</sup>

As already noted, the court has authority to appoint guardians of minor heirs of deceased persons. In cases where the minor is under fourteen years of age the court appoints his guardian. When the minor is over fourteen he may nominate his own guardian, subject to the approval of the court.<sup>2</sup> Under the direction of the court, the guardian is responsible for the custody, nurture, and tuition of his ward and the care and management of his estate. The court may assign the guardianship of the estate to one guardian and the custody and tuition of the ward to another.<sup>3</sup> Within sixty days after his appointment, the guardian returns to the court a complete inventory of the real and personal estate of the ward in the form prescribed by law.<sup>4</sup> At the end of the first year of his appointment, and every three years thereafter, he makes a settlement of his accounts. When his trust is completed or upon the death of the ward, the guardian makes final settlement and delivers over to persons entitled to them the property and papers in his hands as guardian.<sup>5</sup> Upon failure of a guardian appointed by the court to act within three months in this capacity, the court commits the guardianship of the minor to the public guardian.<sup>6</sup> The latter's records appear with those of other guardians.

The early probate judge, 1823 to 1837, and the probate justice, 1837 to 1849, each performed the ministerial function of the probate clerk.<sup>7</sup> With the creation of the county court in 1849, until the present, the county clerk has served as ex-officio probate clerk.<sup>8</sup>

The clerk is required to attend the sessions of court, issue all process, preserve all the files and papers thereof, make, keep, and preserve complete records of all the proceedings and determinations, do and perform all other duties pertaining to his office as required by law or the rules and orders of his court, and enter of record all judgments, decrees, and orders of the court.<sup>9</sup>

- 
1. R.S.1845, p. 549; L.1871-72, p. 89,90.
  2. L.1831, p. 100; L.1835, p. 36; R.S.1845, p. 265,266; L.1873-74, p. 107; L.1919, p. 582; L.1931, p. 618; L.1937, p. 660.
  3. L.1871-72, p. 469; L.1877, p. 114.
  4. L.1919, p. 583; L.1933, p. 644.
  5. L.1871-72, p. 471; L.1919, p. 583; L.1929, p. 506.
  6. L.1889, p. 165.
  7. L.1821, p. 119,120; R.L.1829, p. 215; L.1831, p. 192; R.S.1845, p. 427, 428.
  8. Constitution of 1848, Art. V, sec. 16,18; L.1849, p. 63-65; R.S.1874, p. 339,340.
  9. L.1877, p. 82.



The major records of the probate court kept by the clerk are the following:

1. Journal of all judicial proceedings and determinations of the judge.
2. A judgment docket with a direct and an indirect index; former, by name of claimant against estate; latter, by estate. In practice, the requirement of two indexes often leads to two dockets.
3. Books for recordation of bonds and letters of administrators, executors, guardians, and conservators; appraisement and sale bills; widows' relinquishment and selection of property; wills and the probate thereof; annual and final reports of administrators, executors, guardians, and conservators. Generally, each category of these probate business matters is recorded separately, but the segregation is not always carefully maintained.
4. Separate dockets of unsettled estates and claims against estates, and a ledger of the accounts of executors, administrators, and guardians. Note that the dockets of probate business matters are separated from dockets of court proceedings, just as are the books of recordation of the two categories; the intention of the law to make this distinction is further shown in its granting the clerk, during vacation of the court, power to receive petitions, accept bonds, grant letters testamentary, etc.
5. Files of original documents not subject to recordation; indexes to such; records of office transactions in pursuance of the court's orders to the clerk, necessary in the latter's settlement with that body.<sup>1</sup>

Proceedings of Court  
(See also entry 65D1)

138. PROBATE FILES, 1824--. 387 f.b.

Documents in proceedings in probate court including petitions, oaths, bonds, and letters of executor, administrator, guardian, and conservator, inventories, claims against estates, publication notices, adjustments, assignments, releases of assignments, final reports of estate settlements, and report of inheritance tax appraiser. Also contains Estate Administration, 1824-1919, entry 143; Guardianship Files, 1824-95, entry 155; and (Closed) Conservatorship (Files), 1824-94, entry 158. Arr. by case no. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

---

1. L.1821, p. 119,120; R.L.1829, p. 215,231; R.L.1837, p. 429; R.S.1845, p. 427,428; L.1851, p. 193; L.1859, p. 92-94; R.S.1874, p. 260-65; L.1877, p. 63; L.1933, p. 293.





## 139. INDEX TO PROBATE FILES, 1824--. 1 v.

Index to Probate Files, entry 138, showing names of estates and administrator or executor, and document and file numbers. Arr. alph. by name of estate. Hdw. under pr. hdgs. and typed under pr. hdgs. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

140. PROBATE RECORD, 1824--. 53 v. (A, B, B-G, 1824-70; P $\frac{1}{2}$ , 1894-95; A-I, K-Z, 26-44, 1863--).

Record of probate cases and certain types of cases in county court, showing title of cause, names of parties, date and kind of action, and proceedings and orders of the court. Contains:

## A. County court records:

1. Record of adoptions, 1868-71.
2. Record of copartnership proceedings.

## B. Probate court records:

1. Insolvency Record, 1824-75, 1908--, entry 142.
2. Administrators' Record, 1824-34, entry 145, including Record of Administrators de Bonis Non, entry 149; Administrators' with Will Annexed Record, entry 150; Administrators' de Bonis Non with Will Annexed Record, entry 151; and Administrators' Miscellaneous Record, entry 152.
3. Administrators' and Executors' Accounts, 1824-26, entry 174.
4. Conservators' Report Record, 1824-70, entry 176.

## C. Drainage Commissioners' Records:

1. Indian Creek Drainage District Record Cass and Morgan Counties, 1910-26, entry 316.
2. Coon Run Drainage and Levee District, 1899-1927, entry 317.

Arr. chron. Indexed alph. by name of estate. 1824-1907, hdw.; 1908--, typed. 600 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

## 141. RECORD OF PROBATE OF WILLS, 1899--. 5 v. (A-E).

Record of wills probated, showing names of deceased and heirs, copy and proof of will, proof of death, names of witnesses, application for permission to probate will, date of hearing, name of executor, proceedings on petition, and orders of court. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 544 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

## 142. INSOLVENCY RECORD, 1876-1907. 1 v. 1824-75, 1908-- in Probate Record, entry 140B1.

Proceedings and court orders in settlement of insolvent estates, showing term date, names of estate and administrator, reports of financial status of the estate, orders of the court, and signature of the judge, sworn certificate of administrator, date of filing for record, and signature of county clerk. Arr. alph. by name of estate. No index. Hdw. on pr. fm. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.



Probate Business

General Administration Papers (See also entry 65D2)

143. ESTATE ADMINISTRATION, 1920--. 78 f.b. 1824-1919 in Probate Files, entry 138.

Estate papers including current reports of administrators, executors, guardians, and conservators, inventories, proof of heirship, adjustments, and last wills and testaments. Arr. alph. by name of estate. No index. Hdw. 6 x 5 x 10. Co. clk.'s vlt., 1st fl.

Wills, Bonds, and Letters (See also entry 65D3)

144. WILL RECORD, 1824--. 17 v. (A, A2, B-P).

Record of wills, with docket entries, showing names of judge, sheriff, clerk of court, deceased, and heirs, consent to probate by heirs, statement of witnesses of proof of will, copy of last will and testament, and dates. Arr. chron. Indexed alph. by name of testator. 1824-65, hdw.; 1866-73, hdw. on pr. fm.; 1874--, typed. 600 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

145. ADMINISTRATORS' RECORD, 1835--. 19 v. (3 not lettered, A-C, A-M). Title varies: Letters and Bonds of Administrators. 1824-34 in Probate Record, entry 140B2.

Record of petitions, bonds, oaths, and letters of administration, showing dates, names of estate, administrator, petitioners, witnesses, sureties, judge, and clerk, amount and condition of bond, and copy of letters. Also contains Record of Administrators de Bonis Non, 1835-83, entry 149; Administrators' With Will Annexed Record, 1835-83, entry 150; Administrators' de Bonis Non With Will Annexed Record, 1835-83, entry 151; and Administrators' Miscellaneous Record, 1835-83, entry 152. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

146. ADDITIONAL BOND RECORD SALE OF REAL ESTATE AND PERSONAL PROPERTY, 1874--. 2 v. (A,B). 1824-73 in Administrators' Bond Record, entry 148.

Record of additional bond of administrator for collection of debts and sale of real and personal property, showing names of estate, sureties, and administrator, date, amount, and condition of bond, date of filing, and signature of clerk. Arr. chron. Indexed alph. by name of principal. Hdw. on pr. fm. 400 p. 16 x 10 x 2. Co. clk.'s vlt., 1st fl.

147. ADMINISTRATORS' BONDS (Miscellaneous), 1878--. 4 v. (B-E).

Record of administrators' miscellaneous bonds, showing names of estate, administrator, and sureties, amount, date, and conditions of bond, date of filing, and signature of clerk. Also contains Administrators' Bond Record, entry 148. Arr. chron. Indexed alph. by name of administrator. Hdw. on pr. fm. 400 p. 16 x 10 x 2. Co. clk.'s vlt., 1st fl.





148. ADMINISTRATORS' BOND RECORD, 1824-77, 1894---. 14 v. (1 not lettered, B, 4 not lettered, 1824-77; A, E-K, 1894---). 1878--- also in Administrators' Bonds (Miscellaneous), entry 147.

Record of bonds of administrator, showing names of estate, administrator, and sureties, amount, date, and conditions of bond, date of filing, and signature of county clerk. Also contains Additional Bond Record Sale of Real Estate and Personal Property, 1824-73, entry 146. Arr. chron. No index. Hdw. on pr. fm. 400 p. 16 x 10 x 2.

149. RECORD OF ADMINISTRATORS DE BONIS NON, 1896---. 1 v. (C). 1824-34 in Probate Record, entry 140B2; 1835-83 in Administrators' Record, entry 145; 1884-95 in Administrators' Miscellaneous Record, entry 152.

Record of petitions, oaths, bonds, and letters of administrators de bonis non, showing dates, names of estate, administrator, witnesses, sureties, judge, and clerk, date, amount, and conditions of bond, oath of office, copies of letters, and attestation of clerk. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 300 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl.

150. ADMINISTRATORS' WITH WILL ANNEXED RECORD, 1908---. 2 v. (C, D). 1824-34 in Probate Record, entry 140B2; 1835-83 in Administrators' Record, entry 145; 1884-1907 in Administrators' Miscellaneous Record, entry 152.

Record of petitions, oaths, bonds, and letters of administrators with will annexed, showing names of estate, administrator, witnesses, sureties, judge, and clerk, date, amount, and condition of bond, dates of petition, letters, and will, and copy of will. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 300 p. 18 x 12 x 1½. Co. clk.'s 1st fl.

151. ADMINISTRATORS' DE BONIS NON WITH WILL ANNEXED RECORD, 1911---. 1 v. (C). 1824-34 in Probate Record, entry 140B2; 1835-83 in Administrators' Record, entry 145; 1884-1910 in Administrators' Miscellaneous Record, entry 152.

Record of petitions, bonds, and letters of administrators de bonis non with will annexed, showing names of estate, administrator, witnesses, sureties, judge, and clerk, date, amount, and terms of bond, dates of petition, letters, and will, oath of office, and copy of will. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 300 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl.

152. ADMINISTRATORS' MISCELLANEOUS RECORD, 1884-1910. 1 v. 1824-34 in Probate Record, entry 140B2; 1835-83 in Administrators' Record, entry 145.

Record of petitions, oaths, bonds, and letters of administrators with will annexed, de bonis non, and de bonis non with will annexed, showing names of estate, administrator, witnesses, sureties, judge, and clerk, date, amount, and conditions of bond, dates of petition and letters, and oath of office. Subsequent to 1895, 1907, and 1910, respectively, kept as Record of Administrators de Bonis Non, entry 149; Administrators' With Will Annexed Record, entry 150; and Administrators' de Bonis Non With Will Annexed Record, entry 151. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 300 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl.





153. EXECUTORS' RECORD, 1863--. 10 v. (A-J). 1827-62 in Administrators' and Executors' Accounts, entry 174.

Record of petitions, oaths, bonds, letters of executor, showing names of estate, executor, witnesses, sureties, appraiser, judge, and clerk, date, amount, and conditions of bond, term date, value of estate, and dates of petition, oath, and letters; also contains records of warrants to appraiser and proof of death. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 550 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

154. ORIGINAL EXECUTORS' BOND, 1863--. 3 v. (A-C).

Record of bonds, letters testamentary, and appointments of executors, showing names of estate, principal, and surety, date, terms, and amount of bond, dates of letters, appointment of appraiser, and appraiser's estimate. Arr. chron. No index. Hdw. on pr. fm. 570 p. 16 x 10 x 3. V. A, 1863-80, strm., bsmt.; v. B, C, 1881--., co. clk.'s vlt., 1st fl.

155. GUARDIANSHIP FILES, 1896--. 91 f.b. (17 not lettered, A-Z with repetitions). 1824-95 in Probate Files, entry 138.

Files of estates in guardianship, including petitions, inventories, appraisements, accounts, reports, and settlements. Arr. alph. by name of ward. No index. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

156. GUARDIANS' RECORD, 1827--. 14 v. (2 not lettered, A-D, A, B, B-G). Title varies: Guardians' Accounts and Order Book.

Record of petitions, oaths, bonds, and letters of guardians, showing date, names of ward, guardian, petitioners, witnesses to oath, sureties, and judge, amount and terms of bond, and affidavits of moral character. Also contains Guardians' Bond Record (Original), 1827-36, entry 157, and Guardians' Settlement Record, 1827-70, entry 175. Arr. chron. 1827-39, 1847-63, indexed alph. by name of guardian; 1840-46, 1864--., indexed alph. by name of ward. 1827-63, hdw.; 1864--., hdw. on pr. fm. 500 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

157. GUARDIANS' BOND RECORD (Original), 1837--. 11 v. (3 not labeled, Cl, A, 1 not labeled, C, D, 3 not labeled). 1827-36 in Guardians' Record, entry 156.

Record of guardians' bonds, showing names of ward, guardian, and sureties, date, amount, and terms of bond, dates of approval by county judge and of filing, and signatures of clerk and guardian. Arr. chron. No index. Hdw. on pr. fm. 500 p. 15 x 11 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

158. (Closed) CONSERVATORSHIP (Files), 1895--. 11 f.b. 1824-94 in Probate Files, entry 138.

Files of closed cases of conservatorship, including petitions, inventories, appraisements, accounts, reports, settlements, oaths, bonds, and letters. Arr. by case no. Hdw. on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.

159. INDEX CLOSED CONSERVATORSHIP, 1895--. 1 v.

Index to (Closed) Conservatorship (Files), entry 158, showing name of estate and file number. Arr. alph. by name of conservator. Hdw. 100 p. 8 x 6 x  $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.



160. CONSERVATORS' FILES (Active), 1920--. 20 f.b. (A-Z, grouped). Files of current cases in conservatorship, including letters, claims, inventories, reports, reports of accounts, bonds, oaths, petitions, and orders. Arr. alph. by name of estate. No index. Hdw. and typed and hdw. and typed on pr. fm. 6 x 5 x 10. Co. clk.'s vlt., 1st fl.

161. CONSERVATORS' RECORD, 1878--. 8 v. (A-H). Title varies:  
Insanity and Conservators' Record.

Record of petitions, oaths, bonds, and letters of conservators, showing names of wards, conservators, petitioners, witnesses to oath, sureties on bond, amount and terms of bond, court order of appointment, and signature of clerk. Also contains Insanity Record, 1878-91, entry 101, and Insanity Record (Trial by Commission), 1878-91, entry 102. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

162. RECORD OF TESTAMENTARY TRUSTEESHIPS, 1910. 1 v. Discontinued. Record of petition for letters, oaths, bonds, and letters of testamentary trustees, showing names of deceased, petitioners, trustees, amount of trust and bond, signatures, and dates. Arr. chron. No index. Hdw. on pr. fm. 200 p. 18 x 12 x 1. Co. clk.'s vlt., 1st fl.

For other trustees' records, see entries 191, 195.

#### Inventories and Appraisements

163. INVENTORY RECORD, 1880--. 14 v. (K-X). 1824-79 in Inventory, Appraisement, and Sale Record, entry 167.

Record of inventories of estates in administratorship and executorship, showing names of estate, administrator, and executor, lists of real estate, personal property, and notes and accounts, with value, date of inventory, and certificate of approval. Arr. chron. Indexed alph. by name of estate. 1885-1907, hdw.; 1908--, typed. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

164. GUARDIANS' INVENTORY RECORD, 1871--. 2 v. (A, B). 1824-70 in Inventory, Appraisement, and Sale Record, entry 167.

Guardians' inventory record of real and personal property, showing date, names of estate, guardian, and minor heirs, itemized list and appraised value of property, and date and certificate of approval. Also contains Conservators' Inventory Record, 1871-94, entry 165. Arr. chron. Indexed alph. by name of minor heir. 1874-1917, hdw. under pr. hdgs.; 1918--, typed. 500 p. 18 x 12 x 2½. Co. clk.'s vlt., 1st fl.





165. CONSERVATORS' INVENTORY RECORD, 1921--. 1 v. (B). 1824-70 in Inventory, Appraisement, and Sale Record, entry 167; 1871-94 in Guardians' Inventory Record, entry 164; 1895-1920 in Conservators' Inventory and Report Record, entry 166.

Copies of conservators' inventories, showing names of ward, conservator, judge, and clerk, description of real estate and personal property, probable sale and rental values, amounts of annuities and credits, names of debtors, dates of interest, status of account, total value of estate, dates of acknowledgment, approval, and filing, and signatures of clerk and conservator. Arr. chron. Indexed alph. by name of ward. Hdw. on pr. fm. 450 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

166. CONSERVATORS' INVENTORY AND REPORT RECORD, 1895-1920. 1 v. Record of conservators' inventories and reports, showing names of ward, conservator, judge, and clerk, description of real estate and personal property, estimated cash and rental value, amount of cash on hand, annuities and credits, names of debtors, status of account, items of receipts and disbursements, total amount of each, balance in estate, dates of acknowledgment, approval, and filing, and signatures of conservator and clerk. Subsequent to 1920 and 1906 respectively, kept as Conservators' Inventory Record, entry 165 and Conservators' Report Record, entry 176. Arr. chron. Indexed alph. by name of ward. Typed on pr. fm. 300 p. 18 x 12 x 1. Co. clk.'s vlt., 1st fl.

167. INVENTORY, APPRAISEMENT, AND SALE RECORD, 1824-79. 11 v.  
(4 not lettered, A-G).

Record of inventories, appraisements, and sale bills, showing names of estate, executor, administrator, guardian, conservator, purchaser, and appraisers, value of real and personal property, dates of inventory, appraisal, and sale, itemized list of real and personal property, value, and amount of sale. Subsequently kept as Inventory Record, entry 163; Guardians' Inventory Record, entry 164, including Conservators' Inventory Record, entry 165; Appraisement Record, entry 168; Public Sale Record, entry 170; and Sale Record Private, entry 171. Arr. chron. Indexed alph. by name of estate. Hdw. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

168. APPRAISEMENT RECORD, 1880--. 11 v. (K-U). 1824-79 in Inventory, Appraisement, and Sale Record, entry 167.

Appraisement record, showing date, names of estate, judge, and clerk, warrant to appraiser, oath of appraiser, appraiser's estimate of the amount of the widow's award, appraisement bill, and list of articles with value, total value, appraiser's signature, and filing date. Arr. chron. Indexed alph. by name of estate. 1880-1911, hdw.; 1895--, hdw. on pr. fm. 600 p. 18 x 12 x 2. Strm., bsmt.

#### Widows' Relinquishment and Selection

169. WIDOWS' RELINQUISHMENT AND SELECTION RECORD, 1874--. 5 v. (A-E). Record of widows' relinquishments and selections, showing names of estate, widow, appraiser, executor or administrator, judge, and clerk, dates, itemized list and value of articles selected, and oath of appraiser. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 300 p. 18 x 12 x 1. Co. clk.'s vlt., 1st fl.



Petitions, Degrees,  
Reports of Sale

170. PUBLIC SALE RECORD, 1878--. 3 v. (A-C). Title varies: Sale Record Personal. 1824-77 in Inventory, Appraisement, and Sale Record, entry 167.

Record of public sale of personal property of estates, showing petition for sale, court orders, publication of sale notice, certificate of sale bill, names of estate, executor, administrator, guardian or conservator, judge, sheriff, and clerk, date, place, and time of sale, list of articles sold, amount of each sale, and dates of filing, approval, and recording. Also contains Sale Record Private, 1878-82, entry 171. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 582 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

171. SALE RECORD PRIVATE, 1883--. 4 v. (B-E). 1824-77 in Inventory, Appraisement, and Sale Record, entry 167; 1878-82 in Public Sale Record, entry 170.

Record of private sale of personal property, showing names of estate, judge, sheriff, and clerk, petition and court order for sale, place, time and date of sale, publication notice and sale bill, list and selling price of articles sold, total amount of sale, and dates of filing, approval, and recording. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

Reports, Current and  
Final Accounts

172. ADMINISTRATORS' REPORT RECORD, 1880--. 11 v. (K-U). Title varies: Administrators' Accounts. 1827-79 in Administrators' and Executors' Accounts, entry 174.

Record of administrators' reports and accounts, showing names of estate, administrator, heirs, and clerk, date of report, items of expenditures, amounts of receipts and disbursements, recapitulation of accounts, amount paid to each heir, and signatures of administrator, county clerk, and notary public. Arr. chron. Indexed alph. by name of estate. Typed. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

173. EXECUTORS' REPORT RECORD, 1880--. 11 v. (K-U). Title varies: Executors' Accounts. 1829-79 in Administrators' and Executors' Accounts, entry 174.

Record of executors' reports and accounts, showing names of estate, executor, heirs, and clerk, date, items of expenditures, amounts of receipts and disbursements, recapitulation of accounts, and signatures of executor and county clerk. Arr. chron. Indexed alph. by name of estate. Typed. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.





174. ADMINISTRATORS' AND EXECUTORS' ACCOUNTS, 1827-79. 9 v. (A-I).  
Title varies: Order Book of Administrators and Executors.  
1824-26 in Probate Record, entry 140B3.

Record of accounts and final reports of administrators and executors in settlement of estates, showing names of estate, executor or administrator, date of report, items and amount of receipts and disbursements, recapitulation of accounts, amount paid each heir, and signatures of administrator or executor and county clerk. Also contains Executors' Record, 1827-62, entry 153. Subsequent to 1879, kept as Administrators' Report Record, entry 172 and Executors' Report Record, entry 173. Arr. chron. Indexed alph. by name of estate. Hdw. 550 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

175. GUARDIANS' SETTLEMENT RECORD, 1871--. 9 v. (E-M). 1827-70 in Guardians' Record, entry 156.

Record of settlements of estates by guardians, including accounts and reports, showing names of estate, guardian, wards, and clerk, dates, amount of receipts and expenditures, purpose of expenditures, recapitulation of accounts, and balance in estate. Also contains Conservators' Report Record, 1871-94, entry 176. Arr. chron. Indexed alph. by name of ward. 1871-1911, hdw.; 1912--, typed. 500 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

176. CONSERVATORS' REPORT RECORD, 1907--. 5 v. (B-F). 1824-70 in Probate Record, entry 140B4; 1871-94 in Guardians' Settlement Record, entry 175; 1895-1906 in Conservators' Inventory and Report Record, entry 166.

Record of conservators' reports, showing names of ward and conservator, items of receipts and disbursements, balance in estate, and signatures of conservator and county clerk. Arr. chron. Indexed alph. by name of ward. Typed on pr. fm. 300 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

Inheritance Tax (See  
also entry 285)

177. INHERITANCE TAX RECEIPTS, 1899--. 10 f.b.

Inheritance tax receipts, showing date, names of deceased, judge, witnesses, and appraisers, judge's order, amounts of appraisement and tax, and depositions of witnesses and appraisers. Arr. by case no. For index, see entry 107. Hdw. on pr. fm. 10 x 5 x 14. Co. clk.'s vlt., 1st fl.





Probate Court  
Dockets

# Dockets

## Court Proceedings

178. PROBATE CLAIM DOCKET AND JUDGMENT RECORD, 1837--. 7 v. (3 not labeled, A-C, 1). Title varies: Probate Claim Docket; Judgment Docket.

Docket of claims and judgments against estates, showing names of estate and claimant, nature and amount of claim, amount of judgment, court costs and attorney's fees, memoranda as to summonses and notices, and date of entering judgment. Arr. alph. by name of person against whom claim or judgment is entered. Indexed alph. by name of estate. Hdw. under pr. hdgs. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

179. JUDGE'S PROBATE DOCKET, 1874--. 24 v. (A-T, 1-4).

Judge's docket of probate cases, showing names of estate, administrator, widow, and heirs, amounts of bond, dates of letters, bonds, inventories, and dates of filing of each instrument. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 450 p. 18 x 14 x  $3\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

180. ESTATE DOCKET, 1872--. 5 v. (2 not lettered, A-C).

Estate docket, showing names of estate, executor or administrator, widow, and heirs, date of settlement, order of court, and record book and page numbers. Contains Docket of Settlements Due, Guardians, 1872-81, 1914--, entry 181 and Docket of Settlements Due, Estates, 1872-92, 1897--, entry 182. Arr. chron. Indexed alph. by name of estate. Hdw. under pr. hdgs. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

181. DOCKET SETTLEMENTS DUE, GUARDIANS, 1882-1913. 1 v. 1872-81, 1914-- in Estate Docket, entry 180.

Docket of settlements due from guardians, showing names and addresses of ward and guardian, age of ward, dates of letters and final report of guardian, notice of report, and approval by probate court. Arr. alph. by name of ward. No index. Hdw. under pr. hdgs. 324 p. 18 x 15 x  $1\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

182. DOCKET OF SETTLEMENTS DUE, ESTATES, 1893-96. 1 v. 1872-92, 1897-- in Estate Docket, entry 180.

Docket of settlements due from executors and administrators of estates, showing names of estate, administrator or executor, address of administrator or executor, date of letters of administration, notice of report, and approval of annual and final reports by probate court. Arr. alph. by name of estate. No index. Hdw. under pr. hdgs. 318 p. 18 x 15 x  $1\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

183. INHERITANCE TAX DOCKET, 1899--. 3 v. (1-3).

Docket of inheritance taxes, showing name of estate, heirs and relationship, property exemptions, and amount of tax assessed. Arr. chron. Indexed alph. by name of estate. Hdw. and typed. 400 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.



Fee Books

184. ADMINISTRATORS' AND EXECUTORS' FEE BOOK, 1862--. 16 v. (1-16).

Title varies: Probate Fee Book.

Record of fees in settlement of estate by administrators or executors, showing names of estate, administrator or executor, sheriff, appraiser, printer, reporter, and witnesses, list of clerk's and miscellaneous fees and costs, total, and dates. Also contains Insanity Fee Book, 1862-95, entry 124; Guardian and Conservators' Fee Book, 1862-95, entry 185; and Conservators' Fee Books, 1862-95, entry 186. Arr. chron. Indexed alph. by name of estate. Hdw. under pr. hdgs. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

185. GUARDIAN AND CONSERVATORS' FEE BOOK, 1896--. 3 v. (1-3).

Title varies: Guardians' Fee Book. 1862-95 in Administrators' and Executors' Fee Book, entry 184.

Record of guardian fees received, showing names of estate, ward, and guardian, itemized list of fees and costs, and date of receipt. Also contains Conservators' Fee Books, 1912--, entry 186. Arr. chron. Indexed alph. by name of estate. Hdw. under pr. hdgs. 600 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl.

186. CONSERVATORS' FEE BOOKS, 1896-1911. 1 v. 1862-95 in Administrators' and Executors' Fee Book, entry 184; 1912-- in Guardian and Conservators' Fee Book, entry 185.

Record of fees received in settlement of estates by conservators, showing names of ward, conservator, witnesses, and attorneys, itemized list of fees and costs, and dates of receipt and report to county court. Arr. chron. Indexed alph. by names of conservator and ward. Hdw. under pr. hdgs. 294 p. 18 x 12 x  $1\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

Receipts and Expenditures

187. (PROBATE CLERK'S CASH BOOK), 1873--. In County Clerk's Cash Book, entry 136.

Probate clerk's cash book of daily receipts and expenditures, showing date, amount, and from whom received, on what account, date, to whom, and for what paid, with number and amount of check.





## VI. CIRCUIT COURT

The circuit court has original jurisdiction of all causes of law and equity and acts as a court of appeals in probate matters and causes cognizable by the county court and justices of the peace.<sup>1</sup> In addition, it is one of the courts capable of having naturalization jurisdiction according to Federal statutes.<sup>2</sup>

Originally, the circuit court was held in Morgan County by justices of the Supreme Court.<sup>3</sup> Later, provision was made for the appointment, by both branches of the General Assembly, of separate circuit court judges to hold office during good behavior.<sup>4</sup> An act of 1827 repealed this provision and provided that circuit courts again be held by Supreme Court justices.<sup>5</sup> In 1835 the judiciary was reorganized, and a circuit judge was appointed by the General Assembly for the district serving Morgan County. All of the laws requiring Supreme Court justices to hold circuit courts were repealed by this legislation.<sup>6</sup> The new plan of organization was in effect for a brief period of six years, for in 1841 additional associate justices of the Supreme Court were elected by joint ballot of the General Assembly, which justices, together with the other justices of the Supreme Court, held the circuit courts.<sup>7</sup> In 1849 another change was made in accordance with the second constitution which provided for the election of circuit judges by the judicial district electorate.<sup>8</sup> The Constitution of 1870 altered the circuit districts and established population requirements for counties that may comprise a circuit.<sup>9</sup> From 1849 to the present the circuit judges have been elected officers of the judicial district electorate. The seventh circuit is made up of six counties, one of which is Morgan.<sup>10</sup>

Three circuit judges who serve for six-year terms are elected for the district.<sup>11</sup> Before entering upon the duties of his office, each

- 
1. Constitution of 1870, Art. VI, sec. 12; L.1871-72, p. 109; R.S.1874, p. 344; L.1895, p. 189; L.1933, p. 688; L.1935, p. 1.
  2. U.S.S. at Large, v. 2, p. 155; U.S.R.S. 1789-1874, p. 378-80; U.S.S. at Large, v. 34, part 1, p. 596, v. 37, part 1, page 737, and v. 44, part 2, p. 709.
  3. Constitution of 1818, Art. IV, sec. 4; L.1819, p. 378.
  4. L.1824, p. 41.
  5. R.L.1827, p. 118.
  6. L.1835, p. 150, 151.
  7. L.1841, p. 173; R.S.1845, p. 143.
  8. Constitution of 1848, Art. V, sec. 7.
  9. Constitution of 1870, Art. VI, sec. 13.
  10. L.1933, p. 436.
  11. Constitution of 1870, Art. VI, sec. 12; L.1933, p. 436.



circuit judge is required to subscribe to an oath which he files with the Secretary of State. Those elected after the first Monday of June 1933, receive a salary of \$7,200. The amount of salary to be paid to circuit court judges elected after the first Monday in June 1939 was set at \$8,000. The salaries are paid from the state treasury.<sup>1</sup>

The hearings of several of the election contests are held before this court. Jurisdiction is granted to the court to hear and determine contests of the election of judges of the supreme court, judges of the circuit court, and members of the state board of equalization; but no judge of the circuit court is allowed to sit upon the hearing of any case in which he is a party.<sup>2</sup> The circuit court also hears and determines the election contests of some of the local and county offices. These include contests of judge of the county court, mayors of cities, president of the county board, presidents of villages, and elections in reference to removal of county seats and in reference to any other subject which may be submitted to the vote of the people of the county. The circuit court has concurrent jurisdiction with the county court in cases of contested elections under the latter's jurisdiction.<sup>3</sup>

Included under the jurisdiction of the circuit court are appeals from the Illinois Commerce Commission's rules, regulations, orders, or decisions. Such appeals may be taken to the circuit court serving Morgan County when the subject matter of the hearing is situated in this county. The appeal may be heard for the purpose of having the reasonableness or lawfulness of the rule, regulation, order, or decision inquired into and determined.<sup>4</sup>

To expedite the handling of litigation, a branch circuit court may be held at the same time that the main or regular circuit court for Morgan County is in session. A branch court is held by any circuit judge or by any judge of any other circuit called in for the purpose of hearing and deciding motions and settling the issues in any or all causes pending in the circuit court, and for the purpose of hearing chancery causes and cases

- 
1. L.1933, p. 621; L.1937, p. 189,606. In 1835 the salary of the circuit judge was \$750 per annum (L.1835, p. 167). The Constitution of 1870 set the salary at \$3,000 until otherwise provided by law (Constitution of 1870, Art. VI, sec. 16). A few of the recent changes were: from 1919 to 1925, for judges elected during this period, \$6,500; for the period from 1925 to 1933, those elected received \$8,000 per year (L.1919, p. 553,554; L.1925, p. 400; L.1931, p. 148).
  2. L.1899, p. 152.
  3. L.1871-72, p. 396; L.1895, p. 170.
  4. L.1921, p. 742,743.





at law which are pending in such court for that term. The presiding judge of the main circuit court assigns to the branch court as many of the law and chancery cases as the presiding judge of the branch court will possibly have time to hear.<sup>1</sup>

Also to aid in the speedy administration of justice, the judges or a majority of them, may, by an order entered of record in the office of the clerk of the circuit court, dispense with either or both the grand and petit juries for any term or part of term of the circuit court, and may designate what term or portion thereof shall be devoted to criminal business, and what term or portion thereof, to civil business.<sup>2</sup>

Each of the three judges of the circuit court is authorized to appoint one official shorthand reporter. This appointee is required to be skilled in verbatim reporting and is not allowed to hold more than one such official appointment. The appointment is in writing and is required to be filed in the office of the auditor of public accounts. The reporter holds office until his appointment is revoked by the appointing judge or until the termination of the judge's term. When the official reporter is absent or disabled, the presiding judge may appoint any other competent reporter to act during such absence or disability. The substitute is paid for his services by the official reporter. The reporter causes full stenographic notes of the evidence in all trials before the court to be taken down and transcript of the same to be correctly made if desired by either party to the suit, their attorneys, or the judge of the court. Each of the reporters receives and is paid out of the state treasury an annual salary of \$3,240. The salaries are paid out monthly on the warrant of the auditor of public accounts.<sup>3</sup>

The probation officer for adult probationers is an appointee of the circuit court.<sup>4</sup> His services extend throughout the county. Courts exercising criminal or quasi-criminal jurisdiction are given power to release on probation adult or juvenile offenders found guilty of committing certain specified offenses.<sup>5</sup> In the performance of his prescribed duties, the probation officer principally serves the county and circuit courts. He is required to give bond as determined by the circuit court in a sum not exceeding \$5,000 and is subject to the rules of, and removal by, the appointing court.<sup>6</sup> Morgan County is allowed one probation officer under the allowance of one for each fifty thousand, or fraction thereof, of population.<sup>7</sup>

---

1. L.1873-74, p. 82,83; L.1905, p. 146.

2. L.1835, p. 168; L.1873-74, p. 81; L.1933, p. 441,442.

3. L.1933, p. 464.

4. L.1911, p. 280.

5. Ibid., p. 277.

6. Ibid., p. 280,281; L.1915, p. 380,381.

7. L.1915, p. 380.





The probation officer is compensated at a rate determined by the county board. In the performance of his duties, he is required to investigate the cases of defendants requesting probation; notify the court of previous conviction or probation; make reports to the respective courts; keep a set of records as described below; take charge of, and watch over, all persons placed on probation in his county, and all probationers moving from another county into his county.<sup>1</sup> He is also required to notify probation officers in other counties of any probationers under his supervision who may move into those counties.<sup>2</sup>

The reports made by the probation officer to the courts are kept by the clerks in the respective cases. The courts' probation records include orders granting or refusing release on probation, probationers' bonds, the reports of probation officers noted above, and discharge of probationers.

The probation officer is required to keep complete and accurate records of investigated cases, including descriptions of the investigated persons, the action of the court, and the subsequent history of probationers. These records are open to inspection by any judge or by probation officer pursuant to a court order but are not public records.<sup>3</sup>

Unlike the judges of the circuit court who are elected by the judicial district electorate, the clerk of this court is elected by the county electorate.<sup>4</sup> This official performs the ministerial duties of the circuit court of Morgan County and files and preserves its records as well as those of the branch circuit courts.<sup>5</sup> He is commissioned by the Governor and before entering upon the duties of his office, gives bond with sureties which are approved by any two of the judges of the court. His bond is given in the sum of not less than \$5,000 as agreed upon by the judges. The oath to which he subscribes is filed with the Secretary of State.<sup>6</sup> If a vacancy occurs in this office and the unexpired term does not exceed one year, the court is required to fill such vacancy by appointment of a clerk pro tempore. The appointee is then required to qualify for office in the same manner as the clerk of the circuit court. When the appointment is made, the court notifies the Governor of the filled vacancy. The Governor in turn, as soon as practicable, issues a writ of election for circuit court clerk.<sup>7</sup>

---

1. L.1911, p. 281,282; L.1915, p. 381,382.

2. Ibid.

3. L.1911, p. 277-84; L.1915, p. 378-84.

4. Constitution of 1848, Art. V. sec. 7; Constitution of 1870, Art. X, sec. 8.

5. L.1905, p. 147.

6. R.S.1874, p. 260.

7. L.1873-74, p. 95.



The clerk of the circuit court was first appointed by the circuit judge in Morgan County.<sup>1</sup> He kept a record of all the oaths that he administered and certified a copy annually to the Secretary of State.<sup>2</sup> The clerk preserved a complete record of all proceedings and determinations of the court of which he was clerk.<sup>3</sup> At each term of the circuit court, the clerk inquired into the condition of the treatment of prisoners and was required to see that they were humanely treated.<sup>4</sup> This authority was in later years, and is at present, delegated to the circuit court.<sup>5</sup> One of the early requisites of this office was for the clerk of the circuit court to reside near the county seat in order that he could attend to his duties daily. In the event that it were not possible for him to be in daily attendance, the presiding judge was to fill such vacancy.<sup>6</sup> The Constitution of 1848 made the clerk of the circuit court an elective officer of the county with a four-year term. This arrangement has continued until the present.<sup>7</sup>

The clerk is able to perform the several duties of his office with the aid of his staff which consists of assistants and deputy clerks who are appointed by him in a number determined by rule of the circuit court.<sup>8</sup> This order is entered as of record, and the compensation of such assistants and deputies is set by the county board.<sup>9</sup>

Among the records kept by the clerk for the circuit court are the following:<sup>10</sup>

1. Books of record of the proceedings and judgments of the court with alphabetical indexes by parties. Proceedings are recorded at length only in cases designated by law, or when the court, at the motion and assumption of expense by one of the parties, so orders. In practice, from an early date, the court record has been broken down into segregated types of proceedings and judgments.

- 
1. Constitution of 1818, Art. IV, sec. 6; R.L.1833, p. 152; R.S.1845, p. 146.
  2. L.1819, p. 349.
  3. R.L.1829, p. 44; R.L.1833, p. 152; R.S.1845, p. 147.
  4. R.L.1827, p. 248.
  5. R.S.1874, p. 616; L.1923, p. 423.
  6. R.L.1829, p. 35.
  7. Constitution of 1848, Art. V, sec. 29; Constitution of 1870, Art. X, sec. 9.
  8. L.1831, p. 49; Constitution of 1870, Art. X, sec. 9.
  9. Constitution of 1870, Art. X, sec. 9.
  10. The Civil Practice Act of 1933 grants authority to the circuit courts, subject to rules promulgated by the supreme court and not inconsistent with statutory requirements, to make such rules as they may deem expedient, regulating dockets and calendars of said court (L.1933, p. 786).





2. "Plaintiff-Defendant Index to Court Records" and "Defendant-Plaintiff Index to Court Records," intended to be separate records, but frequently combined in a single volume with the two indexes segregated in each volume.
3. A general docket in which all suits are entered in the order they are commenced.
4. A judgment and execution docket containing a column for the entry of satisfaction or other disposition. In practice, an execution docket is frequently set up independently.
5. Additional dockets designated as the clerk's, judge's, and bar docket. In practice, the bar docket has tended to drop out of use.
6. A fee book in which costs and fees are to be entered under the proper title of the case. In practice, separate series of volumes are maintained under such titles of causes.
7. Transcripts of proceedings in appeals from justices', city, and foreign courts, dockets thereof, and transcripts of judgments for liens, etc., from the former. Separate well-bound books are required to be kept for each city court. These books are to contain an alphabetical docket of all judgment decrees rendered in the city court. They also provide entry of data relating to the filing of the transcript with the corresponding number of the transcript.<sup>1</sup>
8. Naturalization proceedings from petitions to final certificates; Federal statutes allow the circuit court to exercise jurisdiction.
9. Reports to the court from its designated masters in chancery, the state's attorney, and the coroner's inquest jurors.
10. Jury venires, summonses, certificates, etc.
11. Original documents used in court hearings and determinations. These documents are of particular importance because in a large number of cases the complete proceedings are not spread on court record.
12. Monthly reports of the warden of the county jail, containing a list of all prisoners in his custody, showing causes of commitment and names of persons by whom committed.<sup>2</sup>

---

1. R.S.1874, p. 347; L.1901, p. 136,137.

2. R.L.1827, p. 217; R.S.1845, p. 323-26,414,418,419,518; L.1865, p. 79,80; L.1871-72, p. 325; R.S.1874, p. 262,263,339,616; L.1877, p. 77; L.1895, p. 217; L.1933, p. 442,677; U.S.S. at Large, v. 2, p. 153-55; U.S.R.S. 1789-1874, p. 378-80; U.S.S. at Large, v. 34, part 1, p. 596-607,709, 710, and v. 45, part 1, p. 1514,1515.



Proceedings of Court

Case Papers

188. INDEX TO SUPPLEMENTAL, CHANCERY AND COMMON LAW FILES, 1828-87,  
1 v.

Supplementary index to chancery and common law files, made in 1929, showing names of plaintiff and defendant, and file number. Arr. alph. by name of plaintiff. Index covers mostly very old files and is called a supplementary index because it supplements the chancery and common law indexes now in use in this court. Hdw. under pr. hdgs. 640 p. 18 x 12 x 3. Cir. clk.'s annex, 1st fl.

189. COMMON LAW (Files), 1828--. 363 f.b.

Papers in common law cases, including summonses, jury venire, affidavits, subpoenas, bonds, orders of court, defendant's answers, writs of habeas corpus, instructions to jury, stipulations, pleas, replications, motions for new trials, challenges to the panel of jurors, jury verdicts, and praecipe for record. File number 292 contains an original promissory note for \$50.00 at 12% interest, from Stephen A. Douglas, to John T. Jones, school commissioner and land agent for Morgan County. Arr. by file no. For index, see entry 190; for additional index, 1828-87, see entry 188. 10 x 4 $\frac{1}{2}$  x 12. Nature of recording varies. Cir. clk.'s off., 1st fl.

190. INDEX TO COMMON LAW FILES, 1828--. 3 v. (1-3).

Index to Common Law (Files), entry 189, showing names of plaintiff and defendant, and file number. Arr. alph. by name of plaintiff. Hdw. under pr. hdgs. 416 p. 18 x 12 x 2. Cir. clk.'s off., 1st fl.

191. CHANCERY (Files), 1829--. 398 f.b.

Papers in chancery cases, including summonses, citations, petitions, bonds, affidavits, subpoenas, orders, jury venire, defendant's answers, writs of habeas corpus, bills of divorce, orders of reversal, instructions to jury, stipulations, additional counts, declarations, pleas, and decrees. Also contains Trusteeship, 1829-1902, entry 195. Arr. by file no. For index, see entry 192; for additional index, 1828-87, see entry 188. Nature of recording varies. 10 x 4 $\frac{1}{2}$  x 12. Rec.'s off., 1st fl.

192. INDEX TO CHANCERY FILES, 1829--. 2 v. (1, 2).

Index to Chancery (Files), entry 191, showing names of plaintiff and defendant, and file number. Also indexes Trusteeship, entry 195. Arr. alph. by name of plaintiff. Hdw. on pr. fm. 640 p. 18 x 12 x 2 $\frac{1}{2}$ . Rec.'s off., 1st fl.

193. CRIMINAL FILES, 1828--. 84 f.b.

Papers in criminal cases, including warrants for arrest, complaints before justice for arrest of defendant, summonses, subpoenas, bills, pleas, writs, transcripts of evidence, bail bond records, jury venire, indictments, instructions to petit jury, jury verdicts, state's attorney's documents pertaining to each case, and orders of court. Arr. by file no. For index, see entry 194. Hdw., hdw. on pr. fm., and typed. 10 x 5 x 14. Cir. clk.'s off., 1st fl.





194. INDEX TO CRIMINAL FILES, 1828--. 1 v. (1).

Index to Criminal Files, entry 193, showing name of defendant, cause of action, and file number. Arr. alph. by name of defendant. Hdw. under pr. hdgs. 550 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl.

195. TRUSTEESHIP, 1903--. 11 f.b. 1829-1902 in Chancery (Files), entry 191.

Papers in trusteeship, including oaths, bonds, and letters of appointment, licenses to sell real estate, accounts of estates, and reports to court. Arr. by file no. For index, see entry 192. Hdw. on pr. fm. 10 x 5 x 14. Cir. clk.'s off., 1st fl.

For other trusteeship records, see entry 162; for records of trust funds, see entry 280.

Records

196. INDEX TO COURT RECORDS, 1858--. 6 v. (1-3, plaintiff; 1-3, defendant).

Index to circuit court records, showing names of plaintiff and defendant, kind of action, term dates, disposition, and book and page of entry in law, chancery, and criminal records, sheriff's and master's certificate record, fee book, and judgment and execution dockets. Arr. alph. by names of plaintiff and defendant. Hdw. under pr. hdgs. 640 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl.

197. LAW RECORD, 1828--. 31 v. (A-Z, 1-5). Title varies: Circuit Court Record.

Record of law cases, including default records, showing case number, names of plaintiff, defendant, attorneys, witnesses, and judge, kind of action, proceedings and orders of court, and dates. Also contains Chancery Record, 1828-30, entry 198, and Circuit Court Record (Criminal), 1828-70, entry 199, including Indictment Record, entry 203. Arr. chron. 1828-57, indexed alph. by names of plaintiff and defendant; for sep. index, 1858--, see entry 196. 1828-1917, hdw.; 1918--, typed. 640 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl.

198. CHANCERY RECORD, 1831--. 54 v. (A-Z, 1-28). 1828-30 in Law Record, entry 197.

Record of chancery cases, including divorce and default records, showing date, names of plaintiff and defendant, cause of action, case number, and proceedings and orders of court. Also contains Real Estate Records, 1870--, entry 205. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, 1858--, see entry 196. 1831-1916, hdw.; 1917--, typed. 640 p. 18 x 12 x 2 $\frac{1}{2}$ . Rec.'s off., 1st fl.

199. CIRCUIT COURT RECORD (Criminal), 1871--. 9 v. (1-9). 1828-70 in Law Record, entry 197.

Record of criminal cases in circuit court, showing date, names of plaintiff, defendant, judge, sheriff, state's attorney, and clerk, term date, cause of action, and proceedings and orders of court. Also contains Indictment Record, 1871-90, 1914--, entry 203. Arr. chron. Indexed alph. by name of defendant; for sep. index, see entry 196. 1871-1929, hdw.; 1930--, typed. 640 p. 18 x 12 x 2 $\frac{1}{2}$ . Cir. clk.'s off., 1st fl.





200. EXECUTIONS, 1829--. 42 f.b.

Writs of execution on judgments, showing notices and place of posting, names of plaintiff and defendant, date of issue, kind of writ, amounts of damages, judgment, interest, costs, and total, and name of person serving and returning execution. Arr. chron. No index. 1829-51, hdw.; 1852-- , hdw. on pr. fm. 10 x 4 x 14. Rec.'s off., 1st fl.

201. RECORD (Executions), 1828-67. 11 v. Missing: 1832-37, 1844-45. Discontinued.

Record of executions on judgments, showing names of attorneys, plaintiff, defendant, and witnesses, action, date and number of executions, amounts of judgment and costs, and remarks. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. Binding very poor, writing faded, paper poor. 360 p. 17 x 11 x 1. Cir. clk.'s off., 1st fl.

202. DOCKET OF FINES (Record), 1871--. 1 v. (A).

Record of fines assessed in circuit court, showing name of defendant, date and nature of charge, amounts of judgment, fine, and costs, sheriff's return, date and amount of payment, and fee book and page of entry. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 476 p. 18 x 12 x 2. Cir. clk.'s off., 1st fl.

203. INDICTMENT RECORD, 1891-1913. 1 v. 1828-70 in Law Record, entry 197; 1871-90, 1914-- in Circuit Court Record (Criminal), entry 199.

Record of indictments and certificates of endorsement, showing names of plaintiff, defendant, jurors, witnesses, and state's attorney, nature of case, term of court, date of selection and swearing in of grand jury, and jury verdicts. Arr. chron. Indexed alph. by name of defendant. Hdw. under pr. hdgs. Condition poor. 420 p. 18 x 12 x 2. Cir. clk.'s off., 1st fl.

204. RECOGNIZANCE RECORD, 1899-1933. 1 v. Discontinued.

Recognizance record showing court term and date, names of plaintiff, defendant, judge, clerk, sheriff, state's attorney, and sureties, amount and terms of bond, and orders of court. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 300 p. 18 x 12 x 1. Cir. ct. rm., 2nd fl.  
For original recognizance bonds, see entries 232, 248.

205. REAL ESTATE RECORDS, 1859-69. 1 v. 1870-- in Chancery Record, entry 198.

Records of petitions and decrees for separation, partition of property, enforcement of liens, and sale of lands for debts, showing names of plaintiff, defendant, judge, and master in chancery, order for sale, amount of sale, cost of proceedings, and distribution of proceeds to heirs. Arr. chron. No index. Hdw. 600 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl.

206. CLAIMS FOR MECHANICS' LIENS, 1892--. 3 f.b. Prior records cannot be located.

Claims for mechanics' liens, showing file, term, and general numbers, names of claimant, owner, and attorney, and filing date. Arr. by file no. No index. Hdw. on pr. fm. 10 x 5 x 14. Cir. clk.'s off., 1st fl.



Circuit Court -  
Transcripts; Dockets

207. RECEIPTS FROM PENITENTIARY AND REFORMATORY, 1914—. 1 f.b. (20).

Prior records cannot be located.

Receipts for prisoners delivered to penitentiaries and reformatories, showing names of prisoner, sheriff, institution, and warden of institution, and dates of receipt, conviction, and sentence. Arr. chron. No index. Hdw. on pr. fm. 10 x 5 x 12. Rec.'s off., 1st fl.

208. LETTER BOOK (Praecipies for Executions), 1836-40. 2 v. Discontinued.

Circuit clerk's record of praecipies for execution, showing copies of praecipies with signatures of plaintiff, defendant, and attorney. Arr. chron. 1836-39, no index; 1840, indexed alph. by names of plaintiff and defendant. Hdw. Condition of binding and paper poor, writing faded. 420 p. 12 x 8 x  $1\frac{1}{2}$ . Cir. clk.'s off., 1st fl.

Transcripts  
(See also entry 122)

209. TRANSCRIPT OF JUDGMENTS FOR EXECUTIONS, 1839—. 18 f.b.

Transcripts of judgments from justice courts, showing names of plaintiff, defendant, justice of peace, and constable, kind of action, date of summons, by whom served, plaintiff's and defendant's cost, constable's fees, remarks, date of filing for record, and signature of clerk. Arr. chron. No index. Hdw. on pr. fm. 10 x  $4\frac{1}{2}$  x 14. Cir. clk.'s off., 1st fl.

210. TRANSCRIPT RECORDS JUSTICE OF PEACE, 1841—. 5 v. (A-E).

Transcripts of judgments from justice and foreign courts, showing names of judge, justice of peace, plaintiff, and defendant, order to serve summons, date and by whom served, plaintiff's or defendant's cost, constable's fees, remarks, and date of filing. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 458 p. 18 x 12 x  $2\frac{1}{2}$ . Cir. clk.'s off., 1st fl.

Dockets

211. GENERAL DOCKET, 1883—. 6 v. (A-F).

General docket of cases in circuit court, showing names of plaintiff, defendant, and attorneys, term dates, docket and term numbers, cause of action, proceedings of case, and remarks; also contains docket entries of naturalization cases. Arr. chron. No index. Hdw. under pr. hdgs. 320 p. 18 x 12 x 2. Cir. clk.'s off., 1st fl.

212. INDEX TO JUDGES' CURRENT DOCKET, 1912—. 51 v.

Index to dockets of pending and disposed-of cases, showing names of plaintiff and defendant, and case number. Arr. alph. by name of plaintiff. Hdw. 50 p. 14 x 9 x  $\frac{1}{2}$ . Cir. clk.'s off., 1st fl.





213. COMMON LAW (Dockets), 1912--. 4 v. (1-4). 1830-1911 in Judges' Docket, entry 217.

Docket of common law cases disposed of, showing date, names of plaintiff, defendant, and attorneys, case and term numbers, cause of action, order of court, and record book and page number. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, see entry 212. Hdw. under pr. hdgs. 716 p. 18 x 12 x 3 $\frac{1}{2}$ . Cir. clk.'s off., 1st fl.

For docket entries of pending cases, see entry 216.

214. CHANCERY CASES DISPOSED OF - CIRCUIT COURT, 1912--. 5 v. (1-5). 1830-1911 in Judges' Docket, entry 217.

Docket of closed chancery cases, showing date, term and general numbers, names of plaintiff and defendant, cause of action, date of disposition, order of court, and record book and page number. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, see entry 212. Hdw. and typed under pr. hdgs. 600 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl.

For docket entries of pending cases, see entry 216.

215. CRIMINAL CASES DISPOSED OF, 1912--. 2 v. (1 not numbered, 2). 1830-1911 in Judges' Docket, entry 217.

Docket of closed criminal cases, showing date, names of plaintiff, defendant, and attorneys, cause of action, order of court, record book and page number. Arr. chron. Indexed alph. by name of defendant; for sep. index, see entry 212. Hdw. under pr. hdgs. 640 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl.

For docket entries of pending cases, see entry 216.

216. JUDGES' DOCKET (Current), 1927--. 1 v.

Judges' docket of active criminal, common law, and chancery cases, showing court term and date, names of plaintiff, defendant, and attorneys, cause of action, order of court, and record book and page number. Arr. chron. For index, see entry 212. Hdw. under pr. hdgs. 450 p. 18 x 12 x 2 $\frac{1}{2}$ . Cir. clk.'s off., 1st fl.

For docket entries of closed cases, see entries 213-215.

217. JUDGES' DOCKET, 1830-1911. 130 v.

Judges' docket of criminal, common law, and chancery cases, showing date, docket number, names of plaintiff, defendant, and attorneys, cause of action, and order of court. Subsequently kept as Common Law (Dockets), entry 213; Chancery Cases Disposed Of - Circuit Court, entry 214; and Criminal Cases Disposed Of, entry 215. Arr. chron. 1830-60, hdw.; 1861-1911, hdw. under pr. hdgs. 400 p. 18 x 12 x 2. Cir. clk.'s annex, 1st fl.

218. INDEX TO JUDGES' DOCKET, 1830-1911. 47 v.

Index to Judges' Docket, entry 217, showing date, term, names of plaintiff and defendant, case number, and book and page numbers of court records. Arr. by names of plaintiff and defendant. Hdw. 50 p. 14 x 9 x  $\frac{1}{2}$ . Cir. clk.'s annex, 1st fl.



219. JUDGMENT DOCKET, 1829--. 11 v. (A-K).

Docket of judgments entered, showing term date, case number, names of attorneys, plaintiff, and defendant, cause for action, date and amount of judgment, against whom entered, record and fee book and page, amount of costs, and remarks. Arr. alph. by name of person against whom judgment is entered. Indexed alph. by name of defendant; for sep. index, 1858--, see entry 196. 1829-58, hdw.; 1859--, hdw. under pr. hdgs. 636 p. 18 x 12 x 3. Cir. clk.'s annex, 1st fl.

220. EXECUTION DOCKET, 1829--. 10 v. (A-J).

Docket of executions issued, showing names of plaintiff, defendant, and officer who delivered execution, execution number, dates of execution and judgment, amounts of judgment and costs, and general remarks. Arr. alph. by name of person against whom judgment is entered. Indexed alph. by name of plaintiff; for sep. index, 1858--, see entry 196. 1829-58, hdw.; 1859--, hdw. under pr. hdgs. 540 p. 18 x 12 x 2. Cir. clk.'s annex, 1st fl.

221. BAR DOCKET, 1856-97. 121 v. Discontinued.

Circuit court bar docket, showing case number, names of plaintiff, defendant, witnesses, and attorneys, kind of action, and date. Arr. chron. 1856-68, hdw.; 1869-97, hdw. on pr. fm. Binding poor. 200 p. 14 x 9 x 1. Cir. clk.'s annex, 1st fl.

222. INDEX TO BAR DOCKET, 1856-97. 40 v. Discontinued.

Index to Bar Docket, entry 221, showing date and term, names of plaintiff and defendant, case number, and book and page of entry. Arr. alph. by name of plaintiff. Hdw. 60 p.  $13\frac{1}{2}$  x  $8\frac{1}{2}$  x  $\frac{1}{2}$ . Cir. clk.'s annex, 1st fl.

223. CIRCUIT CLERK'S DOCKET, 1833-71. 6 v. Discontinued.

Circuit clerk's docket, showing docket number, names of attorneys, plaintiff, and defendant, kind of action, and remarks. Indexed alph. by names of plaintiff and defendant. Arr. chron. Hdw. Binding very poor. 160 p.  $13\frac{1}{2}$  x  $8\frac{1}{2}$  x 1. Cir. clk.'s annex, 1st fl.

224. FEE BILL DOCKET, 1865--. 1 v. Last entry 1933.

Docket of fee bills, showing date, number of fee bill, names of plaintiff and defendant, costs, date of delivery, and remarks. Arr. chron. No index. Hdw. under pr. hdgs. 260 p. 18 x 12 x 2. Cir. clk.'s off., 1st fl.

225. MECHANICS' LIEN DOCKET, 1888--. 1 v. (A).

Docket of mechanics' liens, showing docket number, names of parties concerned, amount of lien, date of filing lien, legal description of property, and satisfaction. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. on pr. fm. 292 p. 18 x 12 x 2. Cir. clk.'s off., 1st fl.





Fee Books  
(See also entry 248)

226. COMMON LAW AND CRIMINAL FEE BOOK, 1828--. 35 v. (1-30, 33, 35 37, 38, 40). Title varies: Fee Book.

Record of criminal and common law fees, including witness fees, showing names of plaintiff, defendant, judge, sheriff, witnesses, and clerk, and date of recovery of costs; also recorder's fees. Also contains Chancery Fee Book, 1828-1910, entry 227. Arr. chron. Indexed alph. by names of plaintiff and defendant; for sep. index, 1858--, see entry 196. 1828-64, hdw.; 1865--, hdw. under pr. hdgs. 580 p. 18 x 12 x 3. V. 1-9, 1828-64, north strm., 3rd fl.; v. 10-30, 33, 35, 37, 38, 40, 1865--, cir. clk.'s off., 1st fl.

227. CHANCERY FEE BOOK, 1911--. 6 v. (31, 32, 34, 36, 39, 41). 1828-1910 in Common Law and Criminal Fee Book, entry 226.

Record of chancery fees, including witness fees, showing term date, names of plaintiff and defendant, kind of action, clerk's cost, and statement of fees of sheriff, attorneys, and witnesses, date and amount of payment, by whom received, and remarks. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, see entry 196. Hdw. on pr. fm. 600 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl.

228. CASH BOOK, 1831--. 30 v. (26 not lettered, A-D). Title varies: Circuit Clerk's Cash or Fee Book.

Register of fees collected by circuit clerk, showing date, names of plaintiff and defendant, nature of case, amount of fee, and fee book and page numbers. Arr. chron. No index. 1831-1914, hdw.; 1915--, hdw. under pr. hdgs. 300 p. 16 x 10 x 2. Cir. clk.'s annex, 1st fl.

Reports to Court

229. (CORONER'S INQUESTS AND TRANSCRIPTS), 1850--. 14 f.b.

Coroner's inquest papers and transcripts, showing name of deceased, cause and place of death, date and place of inquest, names of witnesses and jurors, verdict, record of inquisition, and statement of physician. Arr. chron. No index. Nature of recording varies. 10 x 5 x 14. Rec.'s off., 1st fl.

For other records of coroner, see entries 249, 250.

230. STATE'S ATTORNEY REPORT RECORD, 1879--. 2 v. (1, 2).

Record of state's attorney's reports of fees, fines, and forfeitures, showing names of state's attorney and defendant, action, amounts of fines, fees, or forfeitures, and total, oath of state's attorney as to correctness of report, and receipt of county treasurer. Arr. chron. No index. 1879-1924, hdw.; 1925--, typed. 482 p. 14 x 9 x 2. Rec.'s off., 1st fl.

For case records of state's attorney, see entries 94, 193, 251.





Jury Records

(See also entries 1, 4, 19, 65A5, 129, 193, 249, 271, 272)

231. GRAND AND PETIT JURORS RECORD, 1872--. 4 v. (1-4).

Register of grand and petit jurors, showing case number, names of plaintiff, defendant, and jurors, and date and cause of action. Arr. chron. No index. Hdw. under pr. hdgs. 478 p. 16 x 11 x 2 $\frac{1}{2}$ . V. 1, 2, 1872-84, north strm., 3rd fl.; v. 3, 1885-1904, cir. clk.'s off., 1st fl.; v. 4, 1905--, cir. ct. rm., 2nd fl.

Bonds

(See also entries 126, 189, 191, 193, 248)

232. BONDS (Miscellaneous), 1894--. 4 f.b.

Miscellaneous bonds including trustees', complainants', receivers', recognition, and bail bonds. Arr. chron. No index. Hdw. on pr. fm. 10 x 5 x 12. Rec.'s off., 1st fl.

233. PEACE BONDS FROM JUSTICE PEACE COURT, 1894--. 1 f.b. Prior records cannot be located.

Peace bonds from justice of the peace courts, showing names of plaintiff and defendant, amount and terms of bond, costs, names of sureties and clerk, and date of filing. Arr. chron. No index. Hdw. on pr. fm. 10 x 5 x 12. Rec.'s off., 1st fl.

Probation

Adult

234. PROBATION CASES, 1935--. 1 f.b. Prior records have been destroyed. Papers pertaining to adult probation cases, showing court case number, date of admission to probation, court orders, name, address, habits, and occupation of probationer, terms of probation, charge, amount of bond, date of report to probation officer, amount of damages to be paid, and report of probation officers to court. Arr. alph. by name of probationer. No index. Hdw. and typed on pr. fm. 12 x 14 x 26. Cir. clk.'s off., 1st fl.

Juvenile

235. PROBATION (Cases), 1936--. 1 f.b. Prior records have been destroyed.

Papers pertaining to juvenile probation cases, showing name of child, case number, date admitted to probation, personal, school, and delinquent history, nature of delinquency, terms of probation, and recommendation to court for discharge. Arr. alph. by name of child. No index. Hdw. and typed on pr. fm. 12 x 14 x 26. Old age assistance off., 2nd fl.



## Naturalization

(For docket entries of Naturalization, see entry 211;  
for other Naturalization records, see entries 130-135)

## 236. GENERAL INDEX TO NATURALIZATION, 1834--. 1 v.

Index to naturalization records, showing name and nationality of applicant, dates of declaration of intention, petition for citizenship, and final certificate, and record book and page number. Also contains (Index to Naturalization Records, County Court), entry 131. Arr. alph. by name of petitioner. Hdw. under pr. hdgs. 600 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl.

## 237. NATURALIZATION PAPERS, 1834-1906. 2 f.b. Discontinued.

Naturalization papers, including declarations of intention, petitions, oaths, and final certificates. Arr. chron. For index, see entry 236. Hdw. and typed on pr. fm. 10 x 4 $\frac{1}{2}$  x 14. Cir. clk.'s off., 1st fl.

## 238. NATURALIZATION DECLARATION OF INTENTION, 1865--. 4 v. (1, 1-3).

Missing: 1899-1906. Title varies: Record of Declaration of Intention; Naturalization Record Intentions.

Copies of declarations of intention, showing name, age, nativity, and address of alien, oath of renunciation of allegiance to foreign power, date, and signatures of alien and clerk. Arr. chron. Indexed alph. by name of alien; for sep. index, see entry 236. Hdw. on pr. fm. 100 - 580 p. 18 x 12 x 3 - 12 x 9 x 1. Cir. clk.'s off., 1st fl.

## 239. NATURALIZATION PETITIONS, 1865--. 4 v. (B, 1-3). Missing: 1895-1906. Title varies: Petitions and Records for Final Citizenship Papers; Naturalization Record Final.

Copies of naturalization petitions and final certificates, showing names of petitioner, witnesses, and judge, oath of renunciation of allegiance to foreign power, certificate of arrival, oath of allegiance, and certificate and case numbers. Also contains Naturalization Record (Soldiers' and Minors'), 1907--, entry 242. Arr. chron. Indexed alph. by name of alien; for sep. index, see entry 236. Hdw. on pr. fm. 150 - 200 - 584 p. 18 x 12 x 2 $\frac{1}{2}$  - 18 x 12 x 1 - 12 x 9 x 1 $\frac{1}{2}$ . Cir. clk.'s off., 1st fl.

## 240. NATURALIZATION FINAL PAPERS, 1929--. 1 v. (3).

Final certificates of naturalization, showing number of petition, names of petitioners, orders of court, date of filing, and signature of judge. Also contains Certificates of Naturalization (Stubs), 1930--, entry 241. Stubs of certificates are detached and pasted on these bound certificates. Arr. chron. Indexed alph. by name of citizen; for sep. index, see entry 236. Hdw. on pr. fm. 100 p. 12 x 9 x 1. Cir. clk.'s off., 1st fl.

## 241. CERTIFICATES OF NATURALIZATION (Stubs), 1907-29. 7 v. (1-7).

1930-- in Naturalization Final Papers, entry 240.

Stubs of final naturalization certificates, showing certificate number, name and age of alien, declaration of intention number, date of filing declaration, name of court, date of petition, and signature of certificate holder. Arr. chron. For index, see entry 236. Hdw. on pr. fm. 10 p. 16 x 10 x  $\frac{1}{2}$ . Cir. clk.'s off., 1st fl.





242. NATURALIZATION RECORD (Soldiers' and Minors'), 1865-84. 1 v. 1907-- in Naturalization Petitions, entry 239. No naturalization certificates issued to soldiers and minors by circuit court, 1885-1906.

Copies of minors' and discharged soldiers' petitions, final oaths, and certificates of naturalization, showing name of court, term date, names of judge, clerk, and petitioner, date and certificate of arrival, date of enlistment and discharge from United States Army, final oath of allegiance, renunciation of allegiance to foreign power, oaths of witnesses, order of court, date of filing for record, and signature of clerk. Arr. chron. Indexed alph. by name of alien; for sep. index, see entry 236. Hdw. on pr. fm. 566 p. 18 x 12 x 2 $\frac{1}{2}$ . Cir. clk.'s off., 1st fl.

## VII. SHERIFF

The sheriff, by constitutional provision, has been an elected officer in Morgan County from the organization of the county in 1823 to the present.<sup>1</sup> The term of his office, originally set at two years,<sup>2</sup> is now four years.<sup>3</sup> In 1880 it was provided, by constitutional amendment, that no person elected to the office of sheriff should be eligible for reelection to that office until four years after the expiration of his term of office.<sup>4</sup> His bond in this county is required in the sum of \$10,000 and must be approved by the county judge.<sup>5</sup> Memoranda of this bond are entered at large upon the records of the county court, and the bond is filed in the office of the county clerk.<sup>6</sup> One or more deputies are appointed by the sheriff in accordance with the number allowed by rule of the circuit court. Compensation of the deputies is determined by the county board.<sup>7</sup> The sheriff

- 
1. Constitution of 1818, Art. III, sec. 11; Constitution of 1848, Art. VII, sec. 7; Constitution of 1870, Art. X, sec. 8; second amendment November 22, 1880, to the Constitution of 1870, Art. X, sec. 8; also L.1819, p. 110; R.S.1874, p. 989.
  2. Constitution of 1818, Art. III, sec. 11; Constitution of 1848, Art. VII, sec. 7.
  3. Constitution of 1870, Art. X, sec. 8.
  4. Ibid., Art. X, sec. 8, as amended November 1880.
  5. R.S.1874, p. 990. Cf. R.L.1827, p. 371. Prior to the organization of the county court, the sheriff's bond and securities were approved by the circuit court.
  6. R.S.1845, p. 514; R.S.1874, p. 989.
  7. R.L.1827, p. 373; R.S.1845, p. 515; L.1869, p. 399; Constitution of 1870, Art. X, sec. 9.



is warden of the county jail and has custody and regulation of the same and of all prisoners.<sup>1</sup> To assist him in this administration, he appoints a superintendent of the county jail for whose conduct he is responsible and whom he may remove at pleasure.<sup>2</sup>

Essentially without change for over one hundred years, the principal duties of the sheriff are the following:

1. To act as conservator of the peace, with power to arrest offenders on view.<sup>3</sup>
2. To attend, in person or by deputy, all courts of record (city, county, probate, circuit, and appellate courts) in his county, and to obey the orders and directions of the courts.<sup>4</sup>
3. To serve, execute, and return all writs, warrants, process, orders, and decrees legally directed to him.<sup>5</sup>
4. To sell real or personal property by virtue of execution, or other process.<sup>6</sup>
5. To send finger prints of criminals to the State Bureau of Criminal Identification and Investigation.<sup>7</sup>

In the course of the sheriff's many detailed duties included in these broad provisions, the following records may be kept but do not appear in Morgan County:

1. Receipts of delivery of prisoners in changes of venue.<sup>8</sup>
2. Copies of reports to the county court and circuit court.<sup>9</sup>
3. Reports of pawnbrokers on loans and articles pawned.<sup>10</sup>
4. Data of identification of criminals and stolen property.<sup>11</sup>

- 
1. L.1819, p. 111,112,160-62,314-17,332,333; L.1821, p. 37,63,64; R.L.1827, p. 247-50; L.1831, p. 103,104,106; R.L.1833, p. 574,575; L.1845, p. 10, 19; R.S.1845, p. 133,134,515-17; R.S.1874, p. 616,989-91; L.1901, p. 137, 138; L.1923, p. 423. The citations also include references to duties not included in the general outline noted above.
  2. L.1923, p. 423.
  3. R.L.1827, p. 372; R.S.1845, p. 515; R.S.1874, p. 990.
  4. Ibid.
  5. Ibid.
  6. R.L.1827, p. 334; L.1838-39, p. 14-18,20; R.S.1845, p. 302,306,307; L.1871-72, p. 505; R.S.1874, p. 622,623,627-29.
  7. L.1931, p. 465.
  8. R.S.1874, p. 1096.
  9. Ibid., p. 617; L.1923, p. 424; L.1933, p. 678.
  10. L.1909, p. 301.
  11. L.1931, p. 465.



Sheriff - Process;  
Jail Records; Receipts  
and Expenditures

The following records may be kept and do appear:

1. Register of prisoners.<sup>1</sup>
2. "Books of Accounts," including records of fees and disbursements.<sup>2</sup>
3. Docket of executions.

Process

243. SHERIFF'S EXECUTION DOCKET, 1887--. 4 v. (H-K). Sheriff's docket of execution and return, showing case number, dates of judgment, issuance and return of writ, amounts of damages, costs, and sheriff's fees, and satisfaction. Arr. by case no. Indexed alph. by name of defendant. Hdw. on pr. fm. 250 p. 16 x 12 x 2. V. H-J, 1887-1927, north strm., 3rd fl.; v. K, 1928--, sh.'s off., 1st fl.

244. SHERIFF'S SERVICE RECORD, 1923--. 3 v. (1-3). Prior records cannot be located. Sheriff's day book of service and process, showing number of case, page numbers of court docket and record, title of cause, nature of process, receiving and return dates, upon whom served, and total costs. Arr. chron. No index. Hdw. on pr. fm. 320 p. 16 x 12 x 1 $\frac{1}{2}$ . V. 1, 2, 1923-30, north strm., 3rd fl.; v. 3, 1930--, sh.'s off., 1st fl.

Jail Records

245. REGISTER OF PRISONERS, 1906--. 3 v. (1 not numbered, 3, 4). Missing: 1920-25. Prior records cannot be located. Register of prisoners confined in the county jail, showing number, name, description, place of birth, and history of prisoner, date of commitment, by what authority, offense, and date of leaving prison, whether by escape or discharge, by what authority discharged, and action taken upon prisoner's escape. Arr. chron. Indexed alph. by name of prisoner. Hdw. under pr. hdgs. 296 p. 16 x 12 x 1 $\frac{1}{2}$ . Sh.'s off., 1st fl., co. jail.

Receipts and Expenditures

246. CASH BOOK, 1934--. 1 v. Prior records cannot be located. Sheriff's cash book with daily record of receipts and disbursements, showing date, name of person paying or receiving, purpose of exchange, and amount. Arr. chron. No index. Hdw. 76 p. 14 x 8 x 1. Sh.'s off., 1st fl.

---

1. R.S.1874, p. 617; L.1923, p. 424.  
2. L.1871-72, p. 450,451; L.1873-74, p. 104,105.





Reports  
(See also entry 17)

247. DAILY RECORD, 1936--. 1 v. Prior records cannot be located. Daily record of reports to sheriff, showing date, name, place, nature of crime or misdemeanor, and remarks. Arr. chron. Indexed alph. by name of party reported. Hdw. 200 p. 12 x 8 x 1. Sh.'s off., 1st fl., co. jail.

Miscellaneous Papers

248. MISCELLANEOUS PAPERS, 1928--. 8 f.b. Sheriff's miscellaneous papers, including executions, unserved papers, certificates of sale, deputies' bonds, insurance policies, foreign service papers, jail mittimuses, recognizances, bank statements, writs, delinquent lists, execution fee statements, circuit clerk's reports of fees, county clerk's reports of fees, state auditor's receipts, commissioners' resolutions, penal vouchers completed, and waivers of publication. Arr. chron. No index. Nature of recording varies. 10 $\frac{1}{2}$  x 4 $\frac{1}{2}$  x 14. Sh.'s off., 1st fl.

VIII. CORONER

The coroner's office in Morgan County has continued in existence from the organization of the county in 1823 to the present.<sup>1</sup> The coroner is elected by the county electorate for a four-year term. After certification of his election by the county clerk, filing of his bond, and taking oath of office, he receives his commission from the Governor.<sup>2</sup> The inquest duties of this official have changed little over a period of more than a century. The coroner acts as a conservator of the peace with powers equal to those of the sheriff in this respect, and serves as a ministerial officer of the courts in the absence or disqualification of the sheriff; he also performs all the other duties of the latter when the office is vacant.<sup>3</sup>

- 
1. Constitution of 1818, Art. III, sec. 11; L.1849, Second Sess., p. 7; Constitution of 1870, Art. X, sec. 8.
  2. The office is constitutional and elective (Constitution of 1870, Art. X, sec. 8). The term, formerly two years (Constitution of 1818, Art. III, sec. 11), is now four years (second amendment, November 22, 1880, to Constitution of 1870, Art. X, sec. 8).
  3. L.1819, p. 111,160; L.1821, p. 20-23; L.1825, p. 63,64; R.L.1827, p. 246-50,372,373,375; R.S.1845, p. 515,517; R.S.1874, p. 281,282.



The most important function of the coroner is to hold inquests over the bodies of persons supposed to have come to their death by violence, casualty, or other undue means. When notification of such death is received, the coroner proceeds to the body, takes charge of it, and summons a jury composed of six men from the vicinity in which the body was found. The jury is instructed to convene at a stated time and place to view the body and to inquire into the cause and manner of the death. If the inquest is continued and a vacancy should occur on the jury, the coroner is allowed to fill such vacancy.<sup>1</sup>

To the custody of the clerk of the circuit court are returned the verdict of the jury, and such recognizances as may be given the coroner by witnesses whose testimony implicates any person as the unlawful slayer of the deceased.<sup>2</sup> In his own office, the coroner files and preserves the record of such testimony.<sup>3</sup> The coroner also keeps one record which he originates, the "inquest record." This record recapitulates all the data involved in the entire inquest procedure and includes an inventory and accounting of the personal property and money of the deceased.<sup>4</sup>

Deputy coroners appointed by this official assist him in the performance of the duties of his office. The number of deputies is set by rule of the circuit court, and their compensation is determined by the county board. The bond or securities of these assistants are taken by the coroner, and the oath to which each subscribes is filed in the county clerk's office.<sup>5</sup>

For other coroner's papers, see entry 229.

249. CORONER'S RECORD, 1869--. 4 v. (A, 3 not lettered). Missing: 1918-27.

Coroner's record showing name of deceased, date and cause of death, names of jurors, names, addresses, and occupations of witnesses, verdict of jury, description of deceased, inventory and disposition of personal effects, and remarks. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 460 p. 18 x 12 x 2 $\frac{1}{2}$ . V. A, 1869-1901, co. clk.'s off., 1st fl.; 3 v. not lettered, cor.'s off., cor.'s home, 748 West Douglas Ave.

- 
1. L.1821, p. 22-24; R.S.1845, p. 517,518; R.S.1874, p. 282-84; L.1879, p. 82; L.1907, p. 213; L.1919, p. 403; L.1931, p. 388.
  2. L.1821, p. 24,25; R.S.1845, p. 518; R.S.1874, p. 284.
  3. L.1869, p. 104; R.S.1874, p. 283; L.1907, p. 213; L.1919, p. 293.
  4. L.1821, p. 25,26; R.S.1874, p. 283.
  5. L.1881, p. 63.





## 250. CORONER'S CERTIFICATE OF DEATH, 1932—. 2 f.d.

Coroner's certificates of death, showing name of deceased, date and place of death, personal and statistical particulars, name of informant, date and place of burial, name and address of undertaker, coroner's certification of death, name of registrar, and date of filing. Arr. chron. No index. Hdw. on pr. fm. 6 x 18 x 24. Cor.'s off., cor.'s home, 748 Douglas Ave.

For other death certificates, see entry 39.

## IX. STATE'S ATTORNEY

The functions of the office of state's attorney in Morgan County were performed by a circuit attorney from 1823 to 1827 when he was replaced by an officer "styled and called state's attorney."<sup>1</sup> In Morgan County, as in each of the counties of the judicial district, this officer commenced and prosecuted in courts of record all actions in which the people of the state or county were concerned.<sup>2</sup> The state's attorney was appointed by the Governor until 1835, when he became an official elected by the General Assembly. This latter provision remained effective until 1848, when the state's attorney became an elective officer of the circuit district electorate. At this time his services also were expanded to include the newly created county court. Finally, the present constitution made the office elective in and for each county.<sup>3</sup> Since 1872, bond in the sum of \$5,000 has been required.<sup>4</sup> From the creation of this office in the state until the present, the state's attorney has continued to receive his commission from the Governor for the tenure of his office.<sup>5</sup> In 1827 his appointment was set at a four-year term, until 1835, when he was elected by the Assembly for a two-year term. Then, in 1849, the state's attorney's office became elective by the district electorate for a four-year term, the first term, however, being only for three years and ending in 1852.<sup>6</sup> In Morgan County the state's attorney received an annual salary of \$4,500, with an additional \$400 paid by the state. Statutory fee rates are allowed him for convictions on specified offenses and crimes before justices of the peace,

---

1. L.1819, p. 204; L.1825, p. 178,179; R.L.1827, p. 79,80.

2. L.1835, p. 44; R.S.1845, p. 76.

3. R.L.1833, p. 98; L.1835, p. 44; Constitution of 1848, Art. V, sec. 21, 28; Constitution of 1870, Art. VI, sec. 22; R.S.1874, p. 172.

4. L.1871-72, p. 189.

5. R.L.1833, p. 98; L.1835, p. 44; Constitution of 1848, Art. V, sec. 28; Constitution of 1870, Art. VI, sec. 22; R.S.1874, p. 172.

6. R.L.1827, p. 79,80; L.1835, p. 44; Constitution of 1848, Art. V, sec. 21; Constitution of 1870, Art. VI, sec. 22.



police magistrates, county and circuit courts. Also, rates are established for preliminary examinations of defendants, for attendance at trials, and for appeals. These several fees and rates make up a county fund from which is paid his salary.<sup>1</sup>

The duties of the state's attorney are the following:

1. To commence and prosecute all actions, suits, indictments and prosecutions, civil or criminal, in any court of record in his county in which the people of the state or county may be concerned.
2. To prosecute all forfeited bonds and recognizances and all actions and proceedings for the recovery of debts, revenues, moneys, fines, penalties, and forfeitures accruing to the state or his county, or to any school district in his county; also to prosecute all suits in his county against railroads or transportation companies, which may be prosecuted in the name of the people of the State of Illinois.
3. To commence and prosecute all actions and proceedings brought up by any county officer in his official capacity.
4. To defend all actions and proceedings brought against his county or against any county or state officer, in his official capacity, in his county.
5. To attend the examination of all persons brought before any judge on habeas corpus when the prosecution is in his county.
6. To attend before justices of the peace and prosecute charges of felony or misdemeanor for which the offender is required to be recognized and to appear before a court of record when it is within his power to do so.
7. To give his opinion, without fee or reward, to any county officer or justice of the peace in his county upon any question of law relating to any criminal or other matter in which the people of the state or county may be concerned.
8. To assist the attorney general whenever it may be necessary, and in cases of appeal or writ of error from his county to the Supreme Court, to which it is the duty of the attorney general to attend, he shall, a reasonable time before the trial of such appeal or writ of error, furnish the attorney general with a brief showing the nature of the case and the questions involved.
9. To pay all moneys received by him in trust, without delay, to the officer who by law is entitled to their custody.

---

1. L.1871-72, p. 422; L.1873-74, p. 104,105; L.1909, p. 231-33; L.1929, p. 474-76; L.1937, p. 607.



10. To perform such other and further duties as may from time to time be enjoined upon him by law.
11. To appear in all proceedings by collectors of taxes against delinquent tax payers for judgment to sell real estate, and see that all the necessary preliminary steps have been legally taken to make the judgment legal and binding.<sup>1</sup>
12. To enforce the collection of all fines, forfeitures and penalties imposed or incurred in the courts of record in his county; and to report to the circuit court on the collection of these moneys.<sup>2</sup>

For State's Attorney's Reports to Circuit Court, see entry 230.

#### 251. CASE RECORD, 1936—. 1 f.b.

State's attorney's records of criminal cases to be tried by court, showing case number, names of defendant, attorney, and court, type of case, personal and criminal record of defendant, and date set for trial. Arr. alph. by name of defendant. No index. Hdw. and typed on pr. fm. 12 x 14 x 26. State's atty.'s off., 1st fl.

For prior case papers, see entries 94 and 193.

### X. ASSESSOR

The county assessor, with the aid of the county board in Morgan County, is responsible for the assessment of property upon which the district, county, state and other taxes are levied. Principally, these officers annually revise the assessment of property, correct the same upon complaint, and quadrennially assess real and personal property.<sup>3</sup> Many statutory provisions have regulated this function in Illinois counties. Early laws fixed the value of the several categories of real and personal property, leaving to the assessing officer only limited discretion.<sup>4</sup>

Property assessments in Morgan County were first made by the county treasurer, an appointee of the county commissioners' court.<sup>5</sup>

---

1. R.S.1845, p. 76; R.S.1874, p. 172.

2. L.1909, p. 406; L.1911-12, p. 88; L.1929, p. 475.

3. L.1871-72, p. 20-22; L.1879, p. 243; L.1898, p. 36,40,42; L.1923, p. 495,496; L.1927, p. 713-15; L.1928, Sp. Sess., p. 106.

4. L.1819, p. 313,319; L.1825, p. 173; L.1839, p. 4-6; L.1840, p. 4; L.1845, p. 6.

5. L.1819, p. 315.





From 1825 to 1827, when the sheriff acted as treasurer,<sup>1</sup> a county assessor was appointed by the county commissioners' court.<sup>2</sup> In 1827 the General Assembly reestablished the office of county treasurer, and the assessment function was resumed by that officer.<sup>3</sup> The treasurer continued to act in this capacity until 1839 when the legislature provided for the appointment by the county commissioners' court of a county assessor.<sup>4</sup> In 1844 the assessment function reverted to the treasurer<sup>5</sup> and has continued to be vested in that office ever since<sup>6</sup> with the exception of the year 1872, when a special assessor was appointed by the county board. This appointment was made in accordance with a provision of the General Assembly to the effect that in counties not under township organization, the county board should designate some competent person to act as assessor until legislation was enacted providing for the election of a county assessor.<sup>7</sup> An act of 1873 made the county treasurer ex-officio assessor.<sup>8</sup>

From 1849 to the present, the assessing officers have received their assessment lists from, and reported assessments to, the county clerk.<sup>9</sup> Every deputy assessor is bonded in the sum of \$500. Bond for the county assessor is \$2,000 or such larger sum as the county board may determine.<sup>10</sup>

For other taxation records, see also entries 20-34, 258-266.

252. (Summary of) TAXABLE PROPERTY, MORGAN COUNTY, 1883--. 3 v. Summary of all taxable property in Morgan County, showing name of township or city, abstract of all real and personal property and corporation taxes, and grand total. Arr. chron. No index. Hdw. under pr. hdgs. 40 p. 18 x 24 x  $\frac{1}{2}$ . Treas.'s vlt., 1st fl.

253. (RAILROAD TAX SCHEDULES), 1873--. In (County Clerk's Miscellaneous Papers), entry 65E. Schedules of taxable property belonging to railroads, showing date of filing, legal description of right of way, description and value of railroad property, including rolling stock and land owned by railroad in each township.

- 
1. L.1825, p. 178.
  2. Ibid., p. 173.
  3. R.L.1827, p. 330.
  4. L.1839, p. 4.
  5. L.1843, p. 231,237.
  6. L.1873-74, p. 74; L.1881, p. 62; L.1898, p. 36; L.1923, p. 491.
  7. L.1871-72, p. 20.
  8. L.1873-74, p. 74.
  9. L.1849, p. 121,128; L.1849, Second Sess., p. 38; L.1853, p. 14,17,47, 49; L.1871-72, p. 19,20,23.
  10. L.1898, p. 36,37; L.1931-32, First Sp. Sess., p. 66.



254. (TELEPHONE AND TELEGRAPH SCHEDULES), 1885--. In (County Clerk's Miscellaneous Papers), entry 65E.

Tax schedules of telephone and telegraph companies, showing description and valuation of taxable property, and date of filing.

255. TELEGRAPH AND TELEPHONE TAX BOOK, 1924--. 1 v. (3).

Schedule of properties belonging to telegraph and telephone companies in Morgan County, showing where taxable, assessed value, value as equalized by state tax commission, school district number, and distribution of tax. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 18 x 12 x 2. 'Sh.'s off., 1st fl.

256. DOG TAG RECORD, 1918--. 1 v. (A). 1869-1917 in Assessor's Book, entry 22.

Record of dog license tags issued, showing name of township, range number, date of delivery to county treasurer, quantity of tags, to whom delivered, and date and number of tags returned. Arr. chron. No index. Hdw. on pr. fm. 160 p. 12 x 18 x 1. Treas.'s vlt., 1st fl.

For related records, see entries 282, 283.

257. SUPERVISOR OF ASSESSMENT'S COPY (Tax List), 1927-34. 38 v. Discontinued.

List of taxable real estate, showing name of owner, legal description, location, tax spread, amount of original assessment for year and correction, and date. Arr. by twp. and range no. No index. Hdw. under pr. hdgs. 218 p. 16 x 18 x  $1\frac{1}{2}$ . Treas.'s off., 1st fl.

## XI. BOARD OF REVIEW

An important aspect of the revenue procedure is the authority for the review of assessments on property exercised by the board of review. The duties of this board are essentially to assess, equalize, review or revise the assessment of property.<sup>1</sup> Early legislation provided for appeals from assessments to the county commissioners' court. The court was empowered to review and revise assessments on real and personal property.<sup>2</sup> In 1849 when the county court succeeded the county commissioners' court in Morgan County, it was provided that appeals be made to the new administrative body.<sup>3</sup> This provision remained effective until 1870 when the new constitution established the board of county commissioners to supplant the county court as the administrative body

---

1. L.1898, p. 46-49; L.1915, p. 566-70; L.1919, p. 727; L.1923, p. 496-502; L.1930, Sp. Sess., p. 86-90; L.1931-32, Sp. Sess., p. 70,71,75-78; L.1935, p. 1163-66.  
2. L.1839, p. 7; L.1845, p. 8; R.S.1845, p. 441.  
3. L.1849, p. 65.





in counties not adopting township organization.<sup>1</sup> By subsequent legislation this board was constituted a board of review, and, as such, its duties in regard to assessments were the following:

1. To assess omitted property.
2. To review assessments upon complaint.
3. To hear and determine the application of any person assessed on property claimed to be exempt from taxation.
4. To ascertain whether the valuation in one district bore just relation to all the districts in the county.<sup>2</sup>

Today, the board of review in Morgan County is required to assess taxable property omitted from the regular assessment; to review and correct assessments on property claimed to be incorrectly assessed; to increase or reduce the entire assessment if, in their opinion, it has not been made upon the proper basis; to hear and determine the application of any person assessed on property claimed to be exempt from taxation; and to correct errors or mistakes, except errors of judgment, as to the valuation of any property, any time before judgment.<sup>3</sup>

For other taxation records, see entries 20-34, 252-257, 261-266.

258. BOARD OF REVIEW RECORD, 1899--. 1 v.

Record of the proceedings of county board of review, showing date, names of property owner and county board members, orders of the board relative to the equalization of taxes, location of property, and assessed value. Arr. chron. No index. Hdw. 584 p. 18 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

259. MINUTES OF BOARD OF REVIEW, 1899--. 2 v. (1, 2). Title varies: Record of Board of Review.

Minutes of board of review, showing names of members and county clerk, date and time of meeting, nature of business, action taken, complaint number, and date of next meeting. Also contains Docket of Cases Board of Review, 1899-1936, entry 260. Arr. chron. No index. Hdw. under pr. hdgs. 480 p. 18 x 15 x 2 $\frac{1}{2}$ . Co. clk.'s annex, 1st fl.

- 
1. Constitution of 1870, Art. X, sec. 6.
  2. L.1871-72, p. 24,25; L.1873-74, p. 79. In Morgan County the county court performed all the duties set forth in the act of 1872 until the first board of county commissioners was elected in 1873 (L.1871-72, p. 69; L.1873-74, p. 79,80).
  3. See footnote 1, p. 150.



260. DOCKET OF CASES BOARD OF REVIEW, 1937--. 1 v. (1). 1899-1936 in Minutes of Board of Review, entry 259.

Docket of tax complaints filed with board of review, showing name of owner or agent, board of review and complaint numbers, legal description of real estate or location of personal property, assessor's book reference, date and time of hearing, assessor's assessment, kind of property, assessor's valuation, decrease in valuation, if any, class, and remarks. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 480 p. 18 x 15 x 2 $\frac{1}{2}$ . Co. clk.'s annex, 1st fl.

## XII. COLLECTOR

In Morgan County the sheriff has acted as ex-officio county collector from 1823 to the present, with the exception of a brief period of four years, 1839 to 1843, when there existed a separate office of county collector filled by appointment by the county commissioners' court.<sup>1</sup> In 1853 it was provided that the county clerk deliver the tax books to the county collector, who upon the settlement of his accounts, was to return them to the county clerk.<sup>2</sup> The provision for the return of the collector's books to the county clerk was changed in 1872 when the General Assembly directed the county collector to make an annual sworn statement to the county clerk, showing the total amount of each kind of tax collected, the amount received from each district collector, and the amount collected by himself.<sup>3</sup>

The county collector is bonded in an amount determined upon by the county board in addition to that bond required of him as sheriff.<sup>4</sup> Under statutory provisions, he collects taxes for the state, county, and other governmental agencies, and pays to the proper authorities the amount in his hands payable to them.<sup>5</sup> He also settles annually with the county board.<sup>6</sup> He prepares an annual list of delinquent property and files it with the county clerk;<sup>7</sup> advertises his intention of applying for judgment for sale

- 
1. L.1819, p. 316; L.1821, p. 100; L.1823, p. 80; R.L.1827, p. 370,374; L.1839, p. 7; L.1843, p. 234; L.1853, p. 99; L.1871-72, p. 35.
  2. L.1853, p. 100,105.
  3. L.1871-72, p. 56,57.
  4. Ibid., p. 36,37; L.1933-34, Third Sp. Sess., p. 225,226.
  5. L.1871-72, p. 56-59; L.1933, p. 922; L.1935, p. 1156,1213; L.1935-36, Fourth Sp. Sess., p. 69,70.
  6. L.1871-72, p. 55; L.1935, p. 1155,1156.
  7. L.1898, p. 51; L.1931, p. 759.



of delinquent lands and lots;<sup>1</sup> and is required to attend, in person or by deputy, all tax sales resulting from this action.<sup>2</sup> The county clerk, in person or by deputy, is also required to attend all tax sales.<sup>3</sup> At such sales, the clerk and collector note and make entry of all tax sales and forfeitures to the state.<sup>4</sup>

The records of the collector's office include duplicates of receipts issued to taxpayers, state auditor's and county clerk's certificates of the collector's settlement with them, duplicates of the collector's reports, delinquent property records, and tax sale and forfeiture records.<sup>5</sup>

For other taxation records, see entries 20-34, 252-260.

#### Assessments

##### 261. ABSTRACT OF FOOTINGS - COUNTY PERSONAL - MORGAN COUNTY, 1906--. 5 v.

Abstract of footings of assessment books of personal property, showing names of assessor, township and city or village, line and page numbers, and number and value of livestock and all other personal property. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 118 p. 18 x 20 x 1. 3 v., 1906-18, north strm., 3rd fl.; 2 v., 1919--, treas.'s vlt., 1st fl.

##### 262. ABSTRACT OF FOOTINGS - PERSONAL - JACKSONVILLE, 1906--. 5 v.

Abstract of footings of assessment book of personal property of city of Jacksonville, showing name of assessor, line and page numbers, and number and value of livestock and all other personal property. Arr. alph. by name of person assessed. No index. Hdw. under pr. hdgs. 120 p. 18 x 20 x 1. 3 v., 1906-18, north strm., 3rd fl.; 2 v., 1919--, treas.'s vlt., 1st fl.

##### 263. ABSTRACT OF FOOTINGS - LANDS, 1907--. 8 v.

Abstract of footings of assessment books of real estate, showing date, names of township and assessor, page number, number of acres and value of lands exclusive of improvements, value of improvements, assessed value, and total. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 120 p. 17 x 14 x 1. 4 v., 1907-26, north strm., 3rd fl.; 4 v., 1927--, treas.'s vlt., 1st fl.

---

1. L.1871-72, p. 44; L.1937, p. 1010.

2. L.1871-72, p. 48; L.1930, First Sp. Sess., p. 64.

3. L.1871-72, p. 48.

4. Ibid.; L.1933, p. 886.

5. L.1917, p. 664,665; L.1930, First Sp. Soss., p. 61-63,68; L.1935, p. 1149-58.





## 264. ABSTRACT OF FOOTINGS - LOTS, 1911--. 7 v.

Abstract of footings of assessment books of town lots, showing date, names of city or village and assessor, page number, number and value of lots exclusive of improvements, value of improvements, assessed value, and total. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 120 p. 17 x 14 x 1. 4 v., 1911-26, north strm., 3rd fl.; 3 v., 1927--, treas.'s vlt., 1st fl.

Collections, Settlements  
(See also entry 65E)

## 265. COUNTY COLLECTOR'S SETTLEMENT RECORD, 1894--. 10 v.

County collector's settlement record showing itemized statement of amount of taxes collected, total amount to be accounted for in each district, and total amount of tax delinquent. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 500 p. 16 x 12 x 2 $\frac{1}{2}$ . 7 v., 1894-1929, north strm., 3rd fl.; 3 v., 1930--, sh.'s off., 1st fl.

Delinquent Tax, Abatement  
(Sec also entry 248)

## 266. ABATEMENT RECORD DELINQUENT LIST RECAPITULATION, 1930--.

1 v. (A). Prior records cannot be located.

Transcripts of delinquent real estate and personal property taxes, showing name of property owner, description of property, valuation, total amount of taxes, costs, interest, total amount due, date of payment, amount and by whom paid, and recapitulation; also includes statements of taxes abated. Arr. chron. and by sec., twp., and range. No index. Hdw. on pr. fm. 250 p. 18 x 18 x 1 $\frac{1}{2}$ . Sh.'s off., 1st fl.

## XIII. TREASURER

The first General Assembly created the office of county treasurer and provided that its incumbent be appointed by the county commissioners' court.<sup>1</sup> The office was abolished in 1825, the sheriff assuming the duties of treasurer during the following two years.<sup>2</sup> In 1827 the legislature reestablished the office, providing that a treasurer be appointed annually by the county commissioners' court.<sup>3</sup> From 1837 to the

---

1. L.1819, p. 315.

2. L.1825, p. 178.

3. R.L.1827, p. 329; R.L.1833, p. 515, 516.



present, the treasurer has been elected by the people of the county,<sup>1</sup> and is commissioned by the Governor for a four-year term.<sup>2</sup> In 1880 the constitution was amended to provide that no treasurer be eligible for reelection until four years after the expiration of his term of office.<sup>3</sup> The penal sum of the treasurer's bond and his securities are determined by the county board.<sup>4</sup> Upon request of the treasurer, the board designates the bank in which the public funds are to be deposited.<sup>5</sup>

In the performance of his duties, the treasurer receives the county revenue, has custody of its funds, and disburses them in accordance with orders of the county board or specific authorization by law.<sup>6</sup> He is required to keep books of accounts of all funds received and disbursed by him, to maintain a register of county orders countersigned and paid, to report annually to the county board on the financial transactions of his office, and to settle his accounts with the board semiannually.<sup>7</sup> The last two requirements give rise to a number of segregated records of accounts beyond strict statutory requirements. In addition, reports are made to the treasurer by other county, district, public, and semipublic authorities in the process of transacting business with him; and, finally, a large number of records arise from the requirements for collectors of taxes to settle their accounts with the treasurer.<sup>8</sup>

- 
1. R.L.1837, p. 49,274; L.1845, p. 28; R.S.1845, p. 137; L.1851, p. 144; Constitution of 1870, Art. X, sec. 8.
  2. The term was set at four years in 1837 (R.L.1837, p. 274); it was later reduced to two years (L.1845, p. 28; L.1851, p. 144). The office was made constitutional in 1870 without changed of term (Constitution of 1870, Art. X, sec. 8). Then in 1880, the term was lengthened to four years (Constitution of 1870, Art. X, sec. 8, as amended November, 1880).
  3. Constitution of 1870, Art. X, sec. 8, as amended November, 1880.
  4. R.L.1827, p. 329; R.S.1874, p. 323. The bond is required to be filed in the office of the county clerk.
  5. L.1931-32, First Sp. Sess., p. 51.
  6. R.S.1874, p. 323; L.1937, p. 386.
  7. R.S.1874, p. 323,324.
  8. R.L.1827, p. 330-33; L.1839, p. 8-10; L.1845, p. 11; L.1895, p. 304; L.1913, p. 516; L.1933, p. 898.





Receipts and Disbursements  
(See also entries 3-11)

Registers and  
Cash Books

267. REGISTER OF RECEIPTS, 1925--. 1 v. 1892-1924 in Treasurer's Cash Book, entry 269.

Treasurer's register of receipts and appropriations for county funds, showing date, number, from whom and amount received, and purpose. Contains allocations to mothers' and blind pension funds to 1935. Arr. chron. No index. Hdw. under pr. hdgs. 316 p. 14 x 8 x  $1\frac{1}{2}$ . Treas.'s vlt., 1st fl.

For subsequent receipts of blind and mothers' pension funds, see entry 284.

268. REGISTER OF DISBURSEMENTS, 1925--. 4 v. (1-4). 1892-1924 in Treasurer's Cash Book, entry 269.

Register of disbursements from county funds, including those for mothers' and blind pensions, showing date, name of payee and purpose of payment, amount, check and warrant numbers, and name of fund from which paid. Contains disbursements from blind and mothers' pension funds to 1935. Arr. chron. No index. Hdw. under pr. hdgs. 321 p. 14 x 18 x  $2\frac{1}{2}$ . Treas.'s vlt., 1st fl.

For subsequent disbursements from blind and mothers' pension funds, see entry 284.

269. TREASURER'S CASH BOOK, 1892-1924. 1 v.

Register of receipts and disbursements of county funds, showing dates of receipt and payment, from whom received and to whom paid, purpose, amounts, totals, and balance. Also contains Register of Fees Institute Fund, 1892-1909, entry 279 and Trust Fund, 1892-1921, entry 280. Subsequently kept as Register of Receipts, entry 267 and Register of Disbursements, entry 268. Arr. alph. by title of fund. No index. Hdw. 500 p. 16 x 8 x  $2\frac{1}{2}$ . Treas.'s vlt., 1st fl.

County Orders

270. TREASURER'S RECORD OF COUNTY ORDERS, 1872--. 8 v. (1, 2 not numbered, 1-5).

Treasurer's register of county orders, including sparrow bounty certificates, showing number, amount and purpose of order, name of payee, and dates of countersigning and cancellation. Also contains Register of Jury Warrants, 1872-83, entry 271; Treasurer's Accounts, 1872-1901, entry 273; Treasurer's Record of County Highway and State's Attorney's Orders, 1872-1926, entry 274; Register of Tuberculosis Sanatorium Orders, 1910-26, entry 275; and Register of Mothers' Pension and Blind Pension Orders, 1878-1935, entry 276. Arr. by order no. No index. Hdw. under pr. hdgs. 318 p. 18 x 12 x 2. Treas.'s vlt., 1st fl.



271. REGISTER OF JURY WARRANTS, 1884--. 5 v. (1 not numbered, 1-4).  
1872-83 in Treasurer's Record of County Orders, entry 270.

Register of circuit court jury orders or warrants including those of coroner's and insanity juries, and affidavits of witnesses and stenographers, showing date, number, and amount of warrant, to whom paid, and date of cancellation. Arr. by warrant no. No index. Hdw. under pr. hdgs. 540 p. 14 x 10 x  $2\frac{1}{2}$ . Treas.'s vlt., 1st fl.

272. CORONER'S JURY CERTIFICATES (Cancelled), 1887--. 2 f.b. No prior records.

Cancelled certificates of coroner's jurors, showing names of juror and coroner, date, time of service, and amount paid. Arr. chron. No index. Hdw. on pr. fm. 4 x 4 x 12. Treas.'s vlt., 1st fl.

273. TREASURER'S ACCOUNTS, 1902--. 1 v. (1). 1872-1901 in Treasurer's Record of County Orders, entry 270.

Register of orders issued on various funds including non-high school, institute, and wolf bounty funds, showing warrant number, date, amount paid, from what fund, purpose, and signature of recipient. Also contains notations of anticipation warrants paid and of payment of fees to registrars of births and deaths. Arr. alph. by name of account. No index. Hdw. under pr. hdgs. 320 p. 12 x 18 x  $1\frac{1}{2}$ . Treas.'s vlt., 1st fl.

274. TREASURER'S RECORD OF COUNTY HIGHWAY AND STATE'S ATTORNEY'S ORDERS, 1927--. 1 v. (1). 1872-1926 in Treasurer's Record of County Orders, entry 270.

Treasurer's record of county highway and state's attorney's orders, showing number of order, to whom allowed, amount, and date of cancellation. Also contains (County Motor Fuel Tax Allotment Record), 1932-36, entry 281. Arr. by order no. No index. Hdw. on pr. fm. 400 p. 10 x 16 x 2. Treas.'s off., 1st fl.

275. REGISTER OF TUBERCULOSIS SANATORIUM ORDERS, 1927--. 1 v.  
1910-26 in Treasurer's Record of County Orders, entry 270.

Register of tuberculosis sanatorium orders, showing number of order, to whom allowed, amount, and date of cancellation. Arr. by order no. No index. Hdw. under pr. hdgs. 318 p. 10 x 14 x  $1\frac{1}{2}$ . Treas.'s vlt., 1st fl.

For case records of tuberculosis sanatorium, see entries 332-338.

276. REGISTER OF MOTHERS' PENSION AND BLIND PENSION ORDERS, 1936--. 1 v. (1). 1878-1935 in Treasurer's Record of County Orders, entry 270.

Register of mothers' and blind pension orders, showing term date, number of order, amount, to whom allowed, by whom received, and date of cancellation. Arr. chron. No index. Hdw. under pr. hdgs. 316 p. 10 x 14 x 2. Treas.'s vlt., 1st fl.

For record of mothers' pension cases, see entry 128.



Treasurer - Special  
Accounts

(277-281)

277. REGISTER OF POOR RELIEF ORDERS, 1936--. 1 v. (1). Prior records cannot be located.

Register of poor relief orders allowed by county commissioners, showing name of payee, number and amount of order, and date of cancellation. Arr. by order no. No index. Hdw. under pr. hdgs. 640 p. 14 x 10 x 3. Treas.'s vlt., 1st fl.

278. WORK RELIEF FUND, 1933-34. 1 v. Prior and subsequent records cannot be located.

Register of warrants drawn on work relief fund, showing number, date, name of payee, project number, date of countersigning, amount of warrant, and date of cancellation. Arr. by warrant no. No index. Hdw. 300 p. 18 x 9 x  $1\frac{1}{2}$ . Treas.'s vlt., 1st fl.

Special Accounts  
(See also entries 3-11)

School (See also  
entries 292-294)

279. REGISTER OF FEES INSTITUTE FUNDS, 1910--. 2 v. (B, 6). 1892-1909 in Treasurer's Cash Book, entry 269.

Register of fees received from registration or renewal of teachers' certificates for institute fund, showing date, amount, and from whom received, total, and remarks. Arr. ohron. No index. Hdw. under pr. hdgs. 316 p. 10 x 14 x 2. Treas.'s vlt., 1st fl.

Trust (See also  
entry 195)

280. TRUST FUND, 1922--. 1 v. (2). 1892-1921 in Treasurer's Cash Book, entry 269.

Record of funds in trust, showing names of heirs, legatees, and trustees, date, amount, and from whom received, date, amount, and to whom disbursed, signature of heirs, and name of trust fund. Arr. chron. Indexed alph. by name of trust fund. Hdw. under pr. hdgs. 296 p. 10 x 12 x  $2\frac{1}{2}$ . Treas.'s vlt., 1st fl.

Highway

281. (COUNTY MOTOR FUEL TAX ALLOTMENT RECORD), 1937--. 1 v. (CH16). 1932-36 in Treasurer's Record of County Highway and State's Attorney's Orders, entry 274.

Record of receipts and disbursements of motor fuel tax fund, showing to whom paid or from whom received, numbers of route, section, and receipt or claim, date and amounts of receipt or expenditure, and balance. Arr. by route and section no. No index. Hdw. under pr. hdgs. 120 p. 10 x 12 x  $\frac{1}{2}$ . Treas.'s vlt., 1st fl.





Dog License (See also  
entry 256)

282. DOG LICENSE FUND RECORD, 1882--. 2 v. (1 not numbered, 2). Record of claims paid from dog license fund for injured stock, showing number of sheep killed, date, names of owner, justice of peace, and appraiser, date of filing certificate, amount of loss, costs, amount and to whom paid, and signature of treasurer. Arr. chron. No index. Hdw. under pr. hdgs. 782 p. 14 x 14 x 2 $\frac{1}{2}$ . 1 v. not numbered, 1882-1909, north strm., 3rd fl.; v. 2, 1910--, treas.'s vlt., 1st fl.

283. SHEEP CLAIMS, 1910--. 2 f.b. Claims against dog license fund for sheep killed by dogs, showing date, names of claimant, appraisers, justice of peace, and treasurer, number of sheep killed or injured, value, costs, witness fees, date filed, and signature of treasurer. Arr. chron. No index. Hdw. on pr. fm. 10 x 4 $\frac{1}{2}$  x 14. 1 f.b., 1910-37, north strm., 3rd fl.; 1 f.b., 1938--, treas.'s vlt., 1st fl.

Pension (See also  
entries 5, 6, 128, 276)

284. REGISTER OF RECEIPTS AND DISBURSEMENTS MOTHER AND BLIND PENSION FUND, 1936--. 1 v. (1). Register of receipts and disbursements of mothers' and blind pension funds, showing date, from whom received, amount, check number, number of warrants paid, and date of payment. Arr. chron. No index. Hdw. on pr. fm. 482 p. 10 x 16 x 2 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.  
For prior register of receipts, see entry 267; for prior register of disbursements, see entry 268.

Inheritance Tax (See  
also entry 177)

285. INHERITANCE TAX RECORD, 1898--. 3 v. (1-3). Cash account of inheritance taxes, showing names of deceased, heirs or legatees, date of death, numbers of receipt and district, relationship of heirs, appraised and tax values, tax rate, interest, and total amount collected. Arr. chron. No index. Hdw. under pr. hdgs. 150 p. 12 x 18 x 2 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.

Fees  
(See also entries 64, 248)

286. RECORD OF FEES FROM COUNTY OFFICERS, 1894--. 1 v. (1). County treasurer's record of fees and costs received from county officers, showing to whom paid, date, by whom paid, amount, title of case, and by whom received. Arr. alph. by name of officer. No index. Hdw. under pr. hdgs. 320 p. 18 x 10 x 2 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.



## Maps

287. ILLINOIS AND INDIANA, 1921. 1 map.

Colored political map showing names of counties, cities, and towns, with population. Author, W. Elliott Judge. Chicago, Illinois: W. Elliott Judge Association, publisher. Printed. 10 mi. to 1 in. 4 ft. x 5 ft. 6 in. Treas.'s off., 1st fl.

288. JACKSONVILLE, ILLINOIS, 1913. 1 map.

Colored political map of Jacksonville showing names of additions and owners, and acreage of land for holdings not sold out in lots; also shows locations of schools, colleges, hospitals, and cemeteries. Authors, Caldwell and Nelson Engineering Company. Published in Jacksonville, Illinois. Engraved. 300 ft. to 1 in. 4 ft. 6 in. x 4 ft. 6 in. Treas.'s off., 1st fl.

289. UNITED STATES, TERRITORIES AND INSULAR POSSESSIONS, AND EXTENT OF PUBLIC SURVEY, 1912. 1 map.

Colored relief map showing public surveys of original territories purchased by the United States, each named and shown on face of map. Author, I. P. Berthrong. Washington, D. C.: Department of Interior, publisher. Printed. 37 mi. to 1 in. 6 ft. x 8 ft. North strm., 3rd fl.

290. CITY OF JACKSONVILLE, ILLINOIS, 1910. 1 map.

Colored political map of Jacksonville, showing names of additions and owners, and acreage of land for holdings not sold out in lots; also shows locations of schools, colleges, hospitals, and cemeteries. Author, Charles W. Brown. Published in Jacksonville, Illinois. Engraved. 300 ft. to 1 in. 4 ft. 6 in. x 4 ft. 6 in. Treas.'s off., 1st fl.

291. MORGAN COUNTY, 1905. 1 map.

Colored political map of Morgan County showing outlines of townships, school districts, and towns. Engraved. 1 mi. to 1 in. 4 ft. x 4 ft. Treas.'s off., 1st fl.

## XIV. SUPERINTENDENT OF SCHOOLS

The first school official in Morgan County was the county school commissioner.<sup>1</sup> The principal duties of this officer, an appointee of the county commissioners' court, centered around the sale of school lands. His reports of these sales were made to the county commissioners' court and recorded by their clerk in a well-bound book kept for that purpose.<sup>2</sup> The school commissioner also reported to the commissioners' court on his other

---

1. R.L.1829, p. 150,151.

2. Ibid., p. 152,153; L.1849, p. 155,156,159,160; L.1851, p. 130.





transactions in regard to the school fund.<sup>1</sup> His office became elective in 1841.<sup>2</sup> In 1845 the office of county superintendent of schools was created as an ex-officio office of the county school commissioner.<sup>3</sup> For his ex-officio duties as superintendent of schools, the commissioner received additional compensation for the days actually engaged in the performance of these duties.<sup>4</sup> Beginning with the year 1847, the school commissioner was elected for a two-year term.<sup>5</sup> In 1865 the office of county superintendent of schools was established as an independent office, and had delegated to it the authority formerly vested in the county school commissioner.<sup>6</sup>

The superintendent of schools is a statutory office, now elective for a term of four years.<sup>7</sup> The superintendent's office serves as the central school administrative agency for the county. One or more of the several congressional townships comprise the several school districts. Within these administrative units are elected boards of trustees who have executive and financial responsibilities which come under the supervision of the county superintendent.<sup>8</sup> The boards of trustees elect their own treasurers who also act as clerks of the township (or school district) boards.<sup>9</sup>

The superintendent makes quarterly and annual reports to the county board and also reports to the State Superintendent of Public Instruction, the State Department of Public Health, the state fire marshal and the state architect. His original duties are the following:

1. To sell township fund lands and issue certificates of purchase.
2. To examine the complete accounts of every township treasurer in his county and report irregularities to the township trustees.
3. To conduct a teachers' institute, hold quarterly examinations for teachers' certificates, and issue such.
4. To hold examinations for normal and university scholarships.

- 
1. L.1831, p. 175.
  2. L.1841, p. 261, 262.
  3. L.1845, p. 54.
  4. L.1849, p. 178; L.1867, p. 161.
  5. L.1847, p. 120; L.1849, p. 154.
  6. L.1865, p. 112; L.1871-72, p. 702; L.1889, p. 312; L.1909, p. 343.
  7. L.1871-72, p. 702; L.1909, p. 343; L.1915, p. 628; L.1923, p. 596.
  8. L.1847, p. 126; L.1909, p. 350; L.1929, p. 745.
  9. L.1927, p. 843; L.1929, p. 745.



5. To visit the public schools in the county, observe methods of instruction, make recommendations to teachers, and advise school officers; to observe sanitary and safety conditions, and notify trustees and state authorities of unsatisfactory conditions; to inspect plans and specifications, and approve those meeting state regulations.<sup>1</sup>

A noteworthy undertaking of the superintendent of schools is the annual teachers' institute. Pioneer legislation of 1869 provided that the school directors were to allow school teachers to attend the teachers' institute in their county without the loss of time or pay.<sup>2</sup> Twenty years later, the superintendent of schools was required to hold the institute annually.<sup>3</sup> A fund was set up for this purpose which has continued to be made up of the fees received from applicants for teachers' certificates and from teachers' registrations. Money from the fund is paid out only on the order of the superintendent to defray the expenses of the annual institute. When the fund exceeds the annual cost of the institute, the excess may be paid out for special meetings of teachers.<sup>4</sup>

Accounts of School Funds  
(See also entry 279)

292. REGISTER OF FEES, INSTITUTE FUND, 1883--. 2 v. (A, B). Prior records cannot be located.

Register of fees for teachers' examinations, and for registration and renewal of certificates, showing date, amount, name of payor, registration number, and remarks. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 16 x 10 x 1½. Off. of supt. of sch., 2nd fl.

293. SCHOOL DISTRICT REPORT OF CLAIMS FOR STATE AID, 1929--. 1 f.b. Prior records cannot be located.

Reports of claims of school districts for state aid, showing school district number, amounts of fund, assessed valuation of property, levy, budget for school year, actual expenditures for educational purposes, apportionment based on pupils' attendance, equalization, quota due, and claims, clerk's affidavit, and signature of superintendent of schools. Arr. chron. No index. Hdw. on pr. fm. 16 x 16 x 24. Off. of supt. of sch., 2nd fl.

- 
1. R.S.1845, p. 498,499; L.1847, p. 122; L.1849, p. 156; L.1853, p. 246, 247; L.1855, p. 66,67; L.1861, p. 190,191; L.1865, p. 119,120; L.1909, p. 347-50; L.1915, p. 636-38.
  2. L.1869, p. 394.
  3. L.1889, p. 312.
  4. L.1905, p. 385; L.1931, p. 876.



Superintendent of Schools -  
Sale School Lands; School Districts

294. DISTRIBUTIVE FUND RECORD, 1935--. 1 v. Prior records cannot be located.

Account of distribution of state funds to school district, showing name of school treasurer, township, range, and district numbers, amount of current distributive fund, amount allotted to each district, and grand totals. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 300 p. 8 x 14 x  $1\frac{1}{2}$ . Off. of supt. of sch., 2nd fl.

Sale of School Lands

295. RECORD OF REPORTS OF SCHOOL LANDS, 1831-55. 1 v. No subsequent records; all school lands sold by 1855.

School commissioners' reports of sale of school lands in each township, showing petitions and court orders for sale, plats, legal description, acreage, and sale price of lands. Arr. chron. No index. Hdw. 492 p. 15 x 11 x 2. Co. clk.'s vlt., 1st fl.

School Districts  
(See also entry 25)

296. NON-HIGH SCHOOL DISTRICT RECORD, 1917--. 1 v. Districts organized in 1917.

Record of receipts and expenditures of non-high school districts, showing date and from whom received, amount and purpose of receipts, and remarks; date of expenditures, to whom orders issued, for what purpose, order number, amount due, date of payment, number of pupils and per capita cost. Arr. by district number. No index. Hdw. under pr. hdgs. 300 p. 18 x 10 x 1. Off. of supt. of sch., 2nd fl.

297. MORGAN COUNTY NON-HIGH RECORD, DISTRICT NO. 119, 1917--. 2 v. Accounts of receipts and expenditures of non-high school district 119, showing date, amount, from whom and for what received, order number, to whom and for what disbursed. Also contains Minute Book, 1919--, entry 299. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 12 x 18 x  $1\frac{1}{2}$ . Workroom of supt. of sch., 2nd fl.

298. CLAIMS FOR TUITION FROM NON-HIGH SCHOOL DISTRICTS, 1918--. 1 f.b. (4). Prior records cannot be located.

Claims for tuition from non-high school districts, showing names of pupils in non-high school districts, number of pupils attending high school, district number, how entered, age, years of course, attendance, and amount of tuition paid. Arr. chron. No index. Hdw. on pr. fm. 10 x 5 x 14. Off. of supt. of sch., 2nd fl.

299. MINUTE BOOK, 1917-18. 1 v. 1919-- in Morgan County Non-High Record, District No. 119, entry 297.

Minutes of meetings of the non-high school board of education, showing date and place of meeting, names of members, nature of business transacted, and record of vote. Arr. chron. No index. Hdw. 50 p. 10 x 8 x  $\frac{1}{2}$ . Off. of supt. of sch., 2nd fl.





300. DISTRICT REPORTS OF TUITION PUPILS, 1915. 1 f.b. Discontinued. District reports on number of tuition pupils, showing date, name of district clerk, name, age, and address of pupil, district number, and place and date of graduation from high school. Arr. chron. No index. Hdw. on pr. fm. 6 x 4 x 16. Off. of supt. of sch., 2nd fl.

Teachers' Records

301. COUNTY SUPERINTENDENT'S RECORD, 1873--. 2 v. Record of applications for teaching positions, showing name, age, and nativity of applicant, subjects in which examined, examination grade, kind of certificate, and remarks. Arr. chron. No index. Hdw. under pr. hdgs. 150 p. 16 x 10 x 1. Off. of supt. of sch., 2nd fl.

302. TEACHERS' PERMANENT RECORD, 1900--. 2 v. Prior records cannot be located. Record of teachers registered in Morgan County, showing teacher's name, address, and date of birth, date, kind, and number of certificate, number of years experience, pension compulsory or elective, endorsements, teaching and pension record, and class of certificate. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 14 x 12 x 2 $\frac{1}{2}$ . Off. of supt. of sch., 2nd fl.

303. RECORD OF TEACHERS' CERTIFICATES, 1914--. 1 v. (A). Prior records cannot be located. Record of teachers' certificates, showing date and number of registration or renewal, teacher's name and address, and number and kind of certificate. Arr. chron. No index. Hdw. under pr. hdgs. 240 p. 18 x 12 x 1 $\frac{1}{2}$ . Off. of supt. of sch., 2nd fl.

304. TEACHERS EMPLOYED, LIST OF SCHOOL OFFICERS, 1923--. 15 f.b. Prior records cannot be located. List of officers and teachers employed, showing date, school, district, and township numbers, names and addresses of teacher, superintendent of schools, clerk, treasurer, and trustees or directors, term of school or office, and amounts of salaries. Arr. chron. No index. Hdw. on pr. fm. 6 x 4 x 16. Off. of supt. of sch., 2nd fl.

305. MINUTES OF MORGAN COUNTY TEACHERS' ASSOCIATION, 1916-18. 1 v. Prior or subsequent records cannot be located. Minutes of proceedings of Morgan County teachers' association, also leaflets and letters regarding Centerville school disaster. Arr. chron. No index. Hdw. 50 p. 10 x 8 x  $\frac{1}{2}$ . Off. of supt. of sch., 2nd fl.



Pupil Records  
(See also entry 313)

306. REPORT OF FINAL EXAMINATION, MORGAN COUNTY, 1895--. 2 v. Title varies: Record of Examinations of Applicants from Common School Course.

Record of examinations of applicants from common school courses and reports of final examinations of students, showing name, address, subjects, grade, rank, and promotion or failure. Arr. chron. No index. Hdw. on pr. fm. 226 p. 18 x 12 x 1 $\frac{1}{2}$ . Off. of supt. of sch., 2nd fl.

Reports  
(See also entry 17)

307. REPORTS OF TOWNSHIP TRUSTEES, 1897--. 4 f.b. (6-8, 12).

Township trustees' annual reports, showing date, names of school, teachers, and superintendent, district number, number of students, total attendance of students, and treasurer's account of receipts and disbursements. Arr. chron. No index. Hdw. under pr. hdgs. 9 x 4 x 16. Off. of supt. of sch., 2nd fl.

308. ANNUAL REPORT, 1910--. 28 v. Prior records cannot be located. Annual report of superintendent of schools to state department of education, showing school census by township and range, number of boys and girls in kindergarten and primary grades, number between six and twenty-one years of age, outstanding bonds, financial statistics, and amounts of district educational and loanable funds, with certification by county superintendent of schools. Arr. chron. No index. Hdw. under pr. hdgs. 75 p. 18 x 12 x 1 $\frac{1}{2}$ . Off. of supt. of sch., 2nd fl.

309. ILLINOIS STATE TEACHERS' PENSION AND RETIREMENT FUND, 1915--.  
1 bdl.

Annual report of school board to state treasurer, showing names of teacher and county, district and school numbers, teachers' record of time and subjects taught, amount of salary, and amount withheld for pensions. Arr. by school district no. No index. Hdw. on pr. fm. 36 x 8 x 20. Off. of supt. of sch., 2nd fl.

310. ORGANIZATION OF TOWNSHIP AND COMMUNITY HIGH SCHOOL, 1915--.  
1 f.b. (5). Date of last organization 1927.

Reports of organization of township and community high schools, showing dates of election, ballots, and petitions, names and addresses of members of board of education, bonds issued, tax levies, and data of the organization and continuance of high school. Arr. chron. No index. Hdw. and typed under pr. hdgs. 2 x 10 x 14. Off. of supt. of sch., 2nd fl.

311. ANNUAL REPORT OF HIGH SCHOOL, 1915--. 1 f.b. Last filing 1935. Annual financial and statistical reports of high schools, showing name of high school, district number, and county, city, school, and financial statistics. Arr. chron. No index. Hdw. on pr. fm. 6 x 4 x 16. Off. of supt. of sch., 2nd fl.





## School Treasurers' Bonds

312. TOWNSHIP TREASURERS' BOND, 1912--. 2 f.b. Prior records cannot be located.

Original bonds of township school treasurers, showing names of principal, sureties, and township, amount, date, condition, and obligation of bond, approval and acceptance by board of trustees, date of filing, and signature of superintendent of schools. Arr. chron. No index. Hdw. on pr. fm.  $4\frac{1}{2}$  x  $10\frac{1}{2}$  x 14. Off. of supt. of sch., 2nd fl.

## Miscellaneous Papers

313. NOTES AND LETTERS, 1927--. 9 f.b. (1-9). Last entry 1935. File of miscellaneous lecture notes, biographical sketches, teaching aids, safety tests, office correspondence, students' term reports, history lessons and tests, education test, and copies of United States News. Arr. alph. by subject. No index. Nature of recording varies. 10 x 4 x 14. Off. of supt. of sch., 2nd fl.

## XV. SUPERINTENDENT OF HIGHWAYS

From 1823 to 1849 the county commissioners' court exercised jurisdiction over roads and bridges in Morgan County.<sup>1</sup> The commissioners were empowered to locate new roads, to alter or vacate old roads, and to appoint in each township one freeholder to serve as supervisor of roads in that township for a term of one year.<sup>2</sup> In 1825, the county commissioners' court was ordered to divide the county into road districts and to appoint a supervisor in each district.<sup>3</sup> The construction and maintenance of roads was effected by means of a labor tax levied on all able-bodied men between the ages of eighteen and fifty years. It was the supervisors' duty to summon these men for work when road labor was needed.<sup>4</sup>

From 1849 to 1872, the county court in Morgan County had the control and supervision of public roads and bridges. The substitution of this administrative body for the old county commissioners' court effected no ma-

---

1. L.1819, p. 175; R.L.1827, p. 340.

2. L.1819, p. 333.

3. L.1825, p. 130; R.L.1827, p. 340.

4. L.1819, p. 334.



terial changes in the earlier setup. The system of road districts was retained and the work of superintending road construction and maintenance continued to be vested in district supervisors.<sup>1</sup>

In 1872 the county board<sup>2</sup> appointed three commissioners of highways for each road district. These officers held office until 1873 when an election of new officers was held in the districts. The commissioners of highways had the power to enter into contracts and to sue and be sued in their own name.<sup>3</sup> They were required to establish new roads and to repair, alter, or vacate old roads and bridges; to collect all fines and commutation money; to assess and collect poll tax; and to render to the county board an annual account of collections and disbursements.<sup>4</sup> This system continued in Morgan County until 1913 when the office of superintendent of highways was established.<sup>5</sup> The boards of highway commissioners which existed prior to that date have continued to function, but their powers are principally subordinated to those of the superintendent of highways.<sup>6</sup>

The superintendent is appointed by the county board. The board submits a list of three to five candidates to the State Department of Public Works and Buildings, which department examines the candidates to determine the person best fitted for the office.<sup>7</sup> The successful candidate holds office for six years and is remunerated in a sum fixed by the county board.

The powers and duties of the superintendent of highways come under the rules and regulations of the Department of Public Works and Buildings. However, the superintendent is subject, upon hearing, to removal by the county board and is required to perform such duties as may be prescribed

- 
1. L.1847, p. 111-13; L.1849, p. 65; L.1851, p. 149.
  2. The Constitution of 1870 had provided that in counties not under township organization, the county board should be composed of three commissioners who should possess those powers delegated to them by law. Subsequent legislation vested supervision of highways, roads, and bridges in the board and intrusted the maintenance and superintendence of these public facilities to three highway commissioners elected in each road district for a term of three years (Constitution of 1870, Art. X, sec. 6; L.1871-72, p. 679,680; L.1873-74, p. 79).
  3. L.1871-72, p. 679,680.
  4. Ibid., p. 681-83.
  5. L.1913, p. 524.
  6. L.1933, p. 961,962.
  7. Between the years 1913 and 1917 the list of prospective candidates was required to be submitted to the State Highway Commission. The Department of Public Works and Buildings assumed this duty after the abolishment of the State Highway Commission in 1917 (L.1913, p. 525; L.1917, p. 4,16; L.1933, p. 961).



by the chief highway engineer of the state.<sup>1</sup> The superintendent exercises supervision over district, county, and state-aid roads, and bridges and culverts in his county.

His principal duties are as follows:

1. To prepare plans, specifications, and estimates for all bridges to be built by the county.
2. To supervise the construction and maintenance of county roads and bridges, and state-aid roads.
3. To inspect the highways and bridges in each district of his county at least once a year.
4. To advise and direct the highway commissioner in each district as to the best methods of repair, maintenance, and improvement of highways and bridges.
5. To approve any purchase in excess of \$200 for materials, machinery, or apparatus to be used in road construction in any district.<sup>2</sup>

He is required to keep the following records:

1. Records of contracts, purchases, and expenditures authorized by himself, the county board, or road district officer.
2. Maps, plats, blueprints, specifications, etc., arising in his supervision of roads and bridges, or the planning of new construction.
3. Accounts of the funds handled by his office.
4. Reports from other officers or bodies touching upon the affairs of his office; copies of his own reports on the administration of his office; related papers.<sup>3</sup>

The superintendent of highways in Morgan County does not keep records as outlined above; such records are kept in part by the county clerk and treasurer. For highway records kept by the county clerk, see entries 7, 12, 13, 16-18; for records kept by the treasurer, see entries 270, 274, 281.

## XVI. SURVEYOR

The office of surveyor was first established in Illinois in 1821 the incumbent having been an appointee of the General Assembly.<sup>4</sup> In vacation, nominations were made by the county commissioners' court to

---

1. L.1921, p. 781; L.1933, p. 960.

2. L.1913, p. 525, 526; L.1921, p. 782; L.1933, p. 961, 962.

3. Ibid.

4. L.1821, p. 62; R.L.1829, p. 172; R.L.1833, p. 591.





the Governor.<sup>1</sup> From 1835 to 1936, the county surveyor was an elected officer of the county electorate.<sup>2</sup> Since September 1936, he has been an appointee of the county board.<sup>3</sup> His appointment is for a four-year term. He takes and subscribes to an oath which is filed in the county clerk's office.

The surveyor is required by law to make all surveys within the bounds of his county that he may be called upon to make by the county board or interested persons. Such surveys include surveys of lands of persons requesting the same, of additions or subdivisions, and marking of county lines. Few changes have been made in the original statutory requirements for the duties of this office. The surveyor may appoint one or more deputies. Any individual requesting a survey must employ his own chainmen subject to the approval of the surveyor.

The surveyor is required by law to keep a well-bound book in which to record all surveys made by him, giving such information as the names of the persons whose land is surveyed and descriptive data of the survey. This record is required to be kept by the surveyor in the recorder's office. The surveyor also preserves his field notes and retains copies of plats.<sup>4</sup>

314. SURVEYOR'S RECORD, 1875--. 3 v. Prior records cannot be located. Record of surveys in Morgan County, showing dates of survey and recording, names of surveyor and recorder, plat, section, township, and range numbers, principal meridian east or west, and number of surveys made and recorded by surveyor. Arr. by date of survey. Indexed by sec., twp., and range. Hdw. on pr. fm. 476 p. 18 x 12 x 2. Rec.'s off., 1st fl.

## XVII. DRAINAGE COMMISSIONERS

For the purpose of aiding in public welfare and health, the constitution has delegated to the General Assembly broad power to provide laws in regard to drainage.<sup>5</sup> By statutory provision, these activities are exercised by drainage commissioners in districts of Morgan County. The corporate authorities of the drainage districts have power to acquire

- 
1. L.1821, p. 62; R.L.1829, p. 172; R.L.1833, p. 591.
  2. L.1835, p. 166; L.1837, p. 558; R.S.1845, p. 523; R.S.1874, p. 456, 1050; L.1903, p. 349.
  3. L.1933, p. 1104 (to be effective in 1936).
  4. L.1821, p. 63,64; R.L.1829, p. 173; R.L.1833, p. 591-93,599,600; L.1845, p. 201; R.S.1845, p. 524; R.S.1874, p. 1050; L.1885, p. 248; L.1915, p. 575; L.1933, p. 1104.
  5. Constitution of 1870, Art. IV, sec. 31.



rights of way, issue bonds, construct and maintain drains, ditches, and levees for agricultural, sanitary, or mining purposes, and assess the benefited property.<sup>1</sup>

Drainage districts have been organized by land owners upon petition to the Morgan county court. When the court found in favor of the petitioners, it entered an order to that effect and appointed three commissioners to examine and survey the proposed lands. When the commissioners completed their assignment they made a final report to the court with recommendations and the copies of surveys, maps, plats, and estimates.<sup>2</sup> The districts are of three kinds: regular, which is composed of property lying in a single town; union, where the lands organized lie in two towns; special, where the proposed district lies in three or more towns in the same or different counties, or in a county not under township organization, or partly in a county under township organization, and partly in a county not under township organization.<sup>3</sup> The drainage districts in Morgan County are special and regular.

After the report on a proposed district had been made, the court completed the organization of the district.<sup>4</sup> The corporate powers of regular districts are vested in three commissioners appointed by the county court. The corporate authority in special drainage districts is vested in three elected commissioners of the district.<sup>5</sup> In regular districts the commissioners appoint one of their number to act as secretary. The county clerk and county treasurer in cases of special drainage districts are, respectively, ex-officio clerk and treasurer of each district.<sup>6</sup>

The following records belong to the drainage commissioners:

1. Record of bonds issued.
2. Assessment books.
3. Petitions of owners of land to stay assessments, orders of commissioners thereupon, and other proceedings.

- 
1. First amendment to the constitution, ratified November 29, 1878, incorporated in the Constitution of 1870, Art. IV. sec. 31; L.1879, p. 120,124-28.
  2. L.1871-72, p. 356-59; R.S.1874, p. 429; L.1875, p. 76,77; L.1879, p. 120,124,155; L.1885, p. 93,95,108; L.1907, p. 275; L.1913, p. 261.
  3. L.1879, p. 153-55; L.1885, p. 93,94. River districts, though not in this category, may be organized similarly and with like powers (L.1885, p. 106).
  4. See footnote 2.
  5. L.1879, p. 125,156; L.1885, p. 93,95,113.
  6. L.1885, p. 95,104; L.1915, p. 390; L.1919, p. 468; L.1933, p. 506.





4. State auditor's certificates of interest due on bonds.
5. Tax lists showing pro-rata share of levy for bond interest (union and special districts only).
6. Copies of reports to county court on conditions of district and estimated expenditures; and to county treasurer on delinquent lands; maps and plats, surveys and estimates; office transactions.<sup>1</sup>

The first two records are required to be kept in separate books; the next three generally are known as the "Drainage Record"; and the remaining records are kept desultorily.

The records of the drainage commissioners are located in the county clerk's vault on the first floor of the courthouse.

For drainage contracts, see entry 65G.

315. TOWN BROOK DRAINAGE DISTRICT, 1908--. 2 f.b.

Papers of Town Brook Drainage District including petitions, appointments of commissioners, publications of notices, assessments, reports, and findings and orders of court. Arr. chron. No index. Hdw. and typed. 10 x 5 x 14.

316. INDIAN CREEK DRAINAGE DISTRICT RECORD CASS AND MORGAN COUNTIES, 1927--. 1 v. (1). 1910-26 in Probate Record, entry 140C1.

Record of petitions, appointments of commissioners, publications of notices, and assessments and reports of Indian Creek Drainage District, showing names of commissioners, judge, and clerk, proceedings of court, and date of recording. Arr. chron. Indexed alph. by title of proceedings. Typed. 658 p. 18 x 12 x 3.

317. COON RUN DRAINAGE AND LEVEE DISTRICT, 1928--. 1 v. (A). 1899-1927 in Probate Record, entry 140C2.

Record of petitions, appointments of commissioners, publications of notices, assessments, and reports of Coon Run Drainage and Levee District, showing names of commissioners, location of district, proceedings of court, and date of recording. Arr. chron. Indexed alph. by title of proceedings. Typed. 658 p. 18 x 12 x 3.

## XVIII. DEPARTMENT OF PUBLIC WELFARE

Matters relating to public assistance and welfare in the county are handled by the department of public welfare, which was established in 1937 as successor to the county commission of public welfare.<sup>2</sup> This

---

1. L.1879, p. 120-34; L.1885, p. 78-104.

2. L.1935-36, First Sp. Sess., p. 70-73; L.1937, p. 451.



department consists of the superintendent of public welfare and a staff selected by him in accordance with, and subject to, the approval of the State Department of Public Welfare.

The county board submits to the state department a list of five residents as candidates for the office of superintendent. An eligible list of these candidates is prepared by the state department by competitive examination and certified to the county board. The board in turn makes an order appointing one of the eligibles as superintendent of public welfare.<sup>1</sup>

The superintendent is charged with all the executive and administrative duties and responsibilities of the department of public welfare. He is subject to the rules and regulations of, and removal by, the state agency.<sup>2</sup>

This officer has power and it is his duty to:

1. Have charge of, and develop plans for, the administration of old age assistance.
2. Investigate and study problems of assistance, correction, and general welfare within his county.
3. Cooperate with the State Department of Public Welfare in the operation of welfare plans and policies in his county.
4. Maintain such records and file such reports with the State Department of Public Welfare as that department may require.
5. Serve as agent and executive officer of the State Department of Public Welfare in the administration of all forms of public assistance administered by that department.<sup>3</sup>

All the records of the county department are subject to the inspection and supervision of the agents of this central authority.

The department of public welfare also serves as the county department for the administration of old age assistance and is subject to the rules and regulations of the state department.<sup>4</sup> Upon receipt of an application the department makes an investigation of the case. In the course of the investigation the department is allowed to hold hearings and compel the attendance of witnesses and the production of papers and books.<sup>5</sup>

---

1. L.1937, p. 451,452.

2. Ibid., p. 452.

3. L.1935-36, First Sp. Sess., p. 72; L.1937, p. 452.

4. L.1935, p. 259,260; L.1935-36, First Sp. Sess., p. 54,55; L.1937, p. 265.

5. L.1935-36, First Sp. Sess., p. 57-59; L.1937, p. 267,268.



The county department for old age assistance keeps such records and accounts as are prescribed by the state department. All applications and records in these matters are considered public records.<sup>1</sup>

All records of the department of public welfare are located in the old age assistance office on the second floor of the courthouse.

318. INDEX (to Old Age Assistance Cases), 1936---. 1 f.b.

Card index to old age assistance cases, showing application and case numbers, name and address of applicant, and dates of application and approval. Arr. alph. by name of applicant. Typed. 4 x 6 x 18.

319. APPLICATIONS, 1936---. 4 f.b.

Applications for old age assistance, showing name, address, and age of applicant, application number, number of years resident in county, state, and the United States, marital status, value of property owned, notarized affidavit, and date of filing. Arr. by application no. For index, see entry 318. Hdw. and typed on pr. fm. 12 x 14 x 28.

320. CASE RECORDS, 1936---. 4 f.b.

Old age assistance case papers, including information sheets, narrative history of case, reports of investigators, and correspondence. Arr. by case no. For index, see entry 318. Hdw. and typed on pr. fm. 12 x 14 x 26.

321. CASE RECORDS DECEASED, 1936---. 1 f.b.

Case records of recipients of old age assistance now deceased, including information sheets, case histories, report of investigators, and statement of decease. Arr. by case no. For index, see entry 318. Hdw. and typed on pr. fm. 12 x 14 x 26.

322. NEW CASES, 1937---. 2 f.b.

Papers pertaining to old age assistance cases to be investigated, including information sheets, case histories, and correspondence. Arr. by case no. For index, see entry 318. Typed on pr. fm. 12 x 14 x 26.

323. CORRESPONDENCE, 1936---. 1 f.b.

General correspondence to and from state old age assistance office regarding applications, allowances, appeals, and investigations; also instructions from the State Department of Public Welfare covering old age assistance laws and regulations. Arr. alph. by name of correspondent. No index. Hdw. and typed. 12 x 14 x 26.

---

1. L.1937, p. 268,269.





## XIX. COUNTY HOME

One phase of public assistance is administered by the county home. All county poorhouses, poor farms, and institutions for the support and care of indigents in Illinois are known as county homes.<sup>1</sup> County poorhouses and farms have existed in this state under statutory provisions for nearly a century. The legislation creating these county establishments for the indigent has changed little since the original enactments. The county boards of the various counties may establish a county home, and are granted the following powers:

1. To acquire by purchase, grant, gift or devise, a suitable tract or tracts upon which to erect and maintain a county poorhouse and other necessary buildings, and for the establishment and maintenance of a farm for the employment of the poor.
2. To receive gifts and bequests to aid in the erection and maintenance of the poorhouse, or in the care of the indigents.
3. To make rules and regulations for the same.
4. To appoint a keeper of the poorhouse and all necessary agents and servants for the management and control of the poorhouse and farm, and to prescribe their compensation and duties.
5. To appoint a county physician and prescribe his compensation and duties.
6. To appoint an agent to have the general supervision and charge of all matters in relation to the care and support of the poor, and to prescribe his compensation and duties.
7. To make the necessary appropriations for the erection and maintenance of the county home.<sup>2</sup>

Records of the county home are prepared and kept by the keeper (superintendent) of the home. He is required to keep an account showing the name of each person admitted to the county poorhouse, the time of his admission and discharge, the place of his birth, and the cause of his dependency. He is also required, at the same time each year, to file with the county clerk of his county a copy of this record, together with a statement showing the average number of persons kept in the poorhouse each month during the year.<sup>3</sup>

---

1. L.1919, p. 699; L.1935, p. 1058.

2. L.1839, p. 139; R.S.1845, p. 404,405; L.1861, p. 180; R.S.1874, p. 757; L.1917, p. 638; L.1919, p. 698; L.1935, p. 1057,1058.

3. R.S.1874, p. 758; L.1935, p. 1058,1059.



All county home records are located in the office of the superintendent of the county home on the first floor of the county home, seven miles northwest of Jacksonville.

For reports of superintendent to county board, see entry 17.

324. LEDGER, 1848--. 5 v.

Ledger of accounts of county home, showing date, name of account, itemized list of supplies and respective costs, and statement of all receipts and disbursements. Arr. chron. Indexed alph. by name of account. Hdw. 400 p. 16 x 10 x 2.

325. APPLICATION OF INMATES, 1912--. 3 v. Prior records cannot be located.

Application and admittance record, showing name, age, occupation, education, birthplace, and former address of inmate, cause of dependency, history of health and habits, and remarks. Arr. chron. Indexed alph. by name of inmate. Hdw. on pr. fm. 400 p. 10 x 10 x 6.

326. (CEMETERY RECORD), 1934--. 1 v.

Burial record of deceased inmates of county home, showing names of deceased, physician, and undertaker, dates of death and burial, residence, and block and lot numbers. Arr. chron. Indexed alph. by name of deceased. Hdw. 300 p. 10 x 8 x 1½.

## XX. COUNTY NURSE

The county board is empowered to employ nurses for such public health nursing duties as it may deem necessary.<sup>1</sup> All nurses to be employed as public health nurses, in addition to being registered, must be certified by the Department of Registration and Education as qualified to perform the duties of public health nursing.<sup>2</sup> The Department of Registration and Education conducts examinations to determine the fitness of applicants, and may revoke any certificate for cause as set forth in the act.<sup>3</sup> Review of any order of revocation may be made by the circuit court, and appeals from orders or judgments of the circuit court in such review may be taken to the Supreme Court.

The county board prescribes the duties to be performed by the county nurse, and makes appropriations for the compensation and necessary

---

1. L.1931, p. 732.

2. L.1937, p. 998.

3. Ibid., p. 1000,1001.





expenses of such nurses.<sup>1</sup> In Morgan County the county nurse visits child and adult patients throughout the county. Advice and assistance is received by the county nurse from the State Department of Public Health, and written reports, with the consent of the county board, are made to that department.<sup>2</sup>

All records of the county nurse are located in her office in The County Health Department in the courthouse basement.

327. HEALTH RECORD, 1937--. 1 f.b.

County nurse's health records showing names of child, parents, physician, nurse, and school, address, sex, color, and age of child, date of examination, condition of health as recorded by physician, type of treatment recommended, record of nurse's visits, and signature of parent, Arr. alph. by name of child. No index. Hdw. on pr. fm. 12 x 14 x 26.

328. MATERNITY RECORD, 1937--. 1 f.b.

Nurse's records of maternity cases, showing name, address, age, color, and nationality of patient, personal and social history, general condition of patient at first visit, observation of patient, record of delivery, post-natal care, summary of case, and signature of attending physician or midwife. Arr. alph. by name of patient. No index. Hdw. on pr. fm. 12 x 14 x 26.

329. CHILDREN VISITATION, 1937--. 1 f.b.

Card records of children visited by county nurse, showing names of child and parents, school attended, address, age, sex, and color of child, source of disease, dates of visits, examinations, hospitalization, and return to school. Arr. alph. by name of child. No index. Typed. 5 x 6 x 18.

330. PHYSICIAN'S ORDERS, 1937--. 1 f.b.

Physician's orders and instructions to nurse for care of sick children, showing name, address, age, sex, color, and nationality of child, nature of disease, complications, daily temperature and pulse, number of treatments, remarks, date of discharge, and signatures of physician and nurse. Arr. alph. by name of child. No index. Hdw. on pr. fm. 12 x 14 x 26.

331. SUMMARY SERVICES, 1937--. 1 f.b.

Nurse's summary sheets of services, showing name of patient, date of admittance and discharge, classification or diagnosis of case, type of service rendered, personal and occupational history of patient, signature of nurse, and remarks. Arr. alph. by name of patient. No index. Hdw. on pr. fm. 12 x 14 x 26.

---

1. L.1931, p. 732.

2. Ibid., p. 733.



## XXI. TUBERCULOSIS SANITARIUM<sup>1</sup>

In 1909 the powers of the county were extended to permit the establishment of a sanitarium for the care and treatment of county residents suffering from tuberculosis.<sup>2</sup> This provision was greatly amplified in an act of 1915 which described in detail the conditions necessary to the establishment of such an institution and the manner in which it was to be supported, managed, and controlled.<sup>3</sup>

The act provided that whenever one hundred legal voters in a county should petition the county board to levy a tax for the establishment and maintenance of a tuberculosis sanitarium, the board was required to submit the question to the voters of the county at the next regular general election. A favorable majority of all votes cast upon the proposition was necessary for adoption.<sup>4</sup> In the original legislation of 1915, the amount of the tax levy was limited to not more than three mills on the dollar annually on all taxable property in the county.<sup>5</sup> This limit was lowered in 1923 to two mills,<sup>6</sup> and further reduced in 1929 to one and one-half mills,<sup>7</sup> the present statutory requirement. The money thus received was to be set apart in a special Tuberculosis Sanitarium Fund.<sup>8</sup>

The management of the sanitarium was vested in a board of three directors appointed by the president or chairman of the county board with the approval of that body. The directors were to serve for three years.<sup>9</sup> Vacancies on the board were to be filled in the manner in which original appointments were made. Immediately after their appointment, the directors were required to meet and elect from their number a president, secretary, and such other officers as they might deem necessary.<sup>10</sup> The Morgan County electorate voted in 1917 for the levying of a tax to establish such an institution, and the first board of directors was appointed in the same year.<sup>11</sup>

- 
1. Referred to in Morgan County as Oak Lawn Sanatorium.
  2. L.1909, p. 162.
  3. L.1915, p. 346-49.
  4. Ibid., p. 346,347.
  5. Ibid., p. 346.
  6. L.1923, p. 302.
  7. L.1929, p. 304.
  8. L.1915, p. 346; L.1923, p. 302; L.1929, p. 304,305.
  9. The first three directors were required to serve for irregular terms of one, two, and three years in order to permit the appointment of one new director annually. Choice of terms was decided by lot (L.1915, p. 347).
  10. Ibid.
  11. County Court Record, Vol. Q, p. 63,87.



Today the powers and duties of the board of directors are essentially the same as in 1915.<sup>1</sup> The directors are required to make and adopt such bylaws, rules, and regulations for their own guidance and for the government of the sanitarium and all its auxiliary activities as may be expedient and consistent with statutory requirements. They are also granted exclusive control of the expenditure of all moneys collected to the credit of the fund and may receive, in the name of the county, contributions or donations to the sanitarium of money or property. The same act provides that persons desiring to make a donation, bequest, or devise of any money, personal property, or real estate may vest the title to such property in the board of directors who shall, upon acceptance, hold and control it and act as special trustees. Otherwise, all moneys received for the use of the sanitarium are deposited in the county treasury within a month after their receipt, to be drawn upon only by the proper officers upon presentation of properly authenticated vouchers of the board of directors. Whenever such a deposit is made the board is required to secure a receipt from the treasurer.<sup>2</sup>

The board may purchase or lease ground within the limits of the county and may occupy, lease, or erect an appropriate building or buildings for the use of the sanitarium and its auxiliary institutions or activities. No building may be constructed, however, until the plans have been approved by the secretary of the State Board of Health,<sup>3</sup> and no building in which tuberculosis patients are to be housed may be erected on the grounds of a county poor farm. The board has exclusive control of the supervision, care, and custody of the grounds, rooms, or buildings so constructed, leased, or set apart. The board is empowered to appoint and remove superintendents, matrons, and all other necessary assistants, and to fix their compensation. It is required that one or more of the directors shall visit the sanitarium and all its branches, dispensaries, and auxiliary institutions and activities at least twice in each month. No board member may receive compensation for his services nor be interested either directly or indirectly in the purchase or sale of any supplies for the institution.<sup>4</sup>

---

1. L.1915, p. 346-49; L.1923, p. 302,303; L.1929, p. 304,305.  
Cf.R.S.1937, p. 956-59.

2. L.1915, p. 347-49.

3. In 1917, the State Board of Health was abolished (L.1917, p. 17); since that year, all plans for sanitarium buildings have been submitted to the Department of Public Health, successor to the board (Ibid., p. 27).

4. L.1915, p. 347,348.





All sanitariums established under the provisions of this act are required to be free for the benefit of all tubercular inhabitants of the county. Such inhabitants are entitled to occupancy, nursing, care, medicine, and attendance, subject to the rules and regulations adopted by the board of directors. A person who violates these rules and regulations may be excluded from the use of the sanitarium. No person may be compelled to enter the sanitarium or any of its branches, dispensaries or other auxiliary institutions unless his consent in writing has first been obtained. In the case of a minor or person under a disability the written consent must be secured from his parent, guardian, or conservator. In the same manner, provision is made for home treatment under proper rules and regulations. The board may also extend the privileges and use of the sanitarium to tubercular residents of Illinois who live outside the county, upon such terms and conditions as the directors prescribe. The board has power to make rules and regulations governing all physicians, nurses, attendants, patients, or other persons approaching or coming within the limits of the grounds, and all articles used or brought there. These rules extend to all branches, dispensaries, and other auxiliary institutions located in the county, to their employees, and to all employees sent into the homes of patients. All reputable physicians are entitled to equal privileges in treating patients in any county tuberculosis sanitarium.<sup>1</sup>

Since 1923, to insure greater working efficiency, counties maintaining tuberculosis sanitariums have been permitted to convey property to any adjacent county or counties upon such terms and conditions as the respective county boards agree on by a majority vote of all members of each board. In the same year it was also provided that counties without public tuberculosis facilities might use funds secured for that purpose to give patients sanitarium care in private or public sanitariums of the state.<sup>2</sup>

The directors are required to report monthly to the county board on conditions in the sanitarium. They also return to that body a monthly list of the names of all persons making contributions and donations, the amount and nature of the property so received, and the date of its receipt. On or before the second Monday in June in each year, the directors make an annual report to the county board, stating the condition of their trust on the first day of June, the various sums of money received from all sources and how and for what purpose expended, the number of patients, and other pertinent statistics, information, and suggestions.<sup>3</sup>

All county tuberculosis sanatorium records are located in the office of the superintendent on the first floor of the institution, one mile east of Jacksonville.

- 
1. L.1915, p. 348,349.
  2. L.1923, p. 303.
  3. L.1915, p. 348,349.



For financial records of the tuberculosis sanatorium, see entries 270, 275.

332. ADMITTANCE CARD (File), 1922--. 2 f.b.

Admittance card file, showing name, address, occupation, age, sex, marital status, and religion of patient, by whom recommended, date of admittance, name of nearest relative or friend, class, and whether free or pay patient. Arr. alph. by name of patient. No index. Hdw. and typed on pr. fm. 5 x 7 x 14.

333. CLINIC CARD, 1922--. 1 f.b.

Card file of patients examined by clinic, showing date, name, address, age, occupation, and marital status of patient, diagnosis, and signature of examining physician. Arr. alph. by name of patient. No index. Hdw. and typed. 5 x 7 x 14.

334. (Diagnosis of) PATIENTS EXPIRED (and Discharged), 1922--. 1 f.b.

Diagnosis card record of patients deceased or discharged, showing name and address of patient, diagnosis on date of admittance, and date of death or discharge, number of days in sanatorium, and remarks. Also contains (Diagnosis of) Patients in Sanatorium, 1922-30, entry 335. Arr. alph. by name of patient. No index. Hdw. on pr. fm. 4 x 6 x 14.

335. (Diagnosis of) PATIENTS IN SANATORIUM, 1931--. 1 f.b. 1922-30  
in (Diagnosis of) Patients Expired (and Discharged), entry 334.

Diagnosis card record of patients currently in sanatorium, showing address and occupation of patient, diagnosis, and remarks. Arr. alph. by name of patient. No index. Hdw. on pr. fm. 4 x 6 x 14.

336. HISTORY CHART PATIENT EXPIRED, 1922--. 2 f.d.

Charts of patients deceased, showing family history, name, age, birthplace, religion, health record, and symptoms of deceased, date of admittance, examinations, treatment record as ordered by physicians, monthly examination, weight, and graphic charts, and time and date of death. Arr. alph. by name of deceased. No index. Hdw. on pr. fm. 10 x 12 x 24.

337. HISTORY CHARTS OF SANATORIUM PATIENTS AND DISCHARGED PATIENTS, 1922--. 4 f.d.

History charts of patients, showing case number, date, name, address, age, family history, and occupation of patient, symptoms and treatment, medication, diet, physician's orders, monthly examination, graphic charts, and remarks. Arr. alph. by name of patient. No index. Hdw. under pr. hdgs. 10 x 12 x 24.

338. REPORT OF COMMUNICABLE DISEASE, 1922--. 1 f.b.

Card record of communicable diseases, showing names of patient, person reporting, and health officer, date, age, sex, color, and school or place of employment of patient, probable source of infection, origin of disease, and whether or not patient or any member of household engaged in the production or handling of milk. Arr. chron. No index. Hdw. under pr. hdgs. 5 x 6 x 14.





CHRONOLOGICAL INDEX

(All figures refer to entry numbers;  
underscoring indicates the ending of  
record in the decade under which it is listed)

1820-1829

New Records

1, 8, 18, 20, 26, 43-45, 49, 61, 65, 67, 68, 138-140, 144, 148,  
156, 167, 174, 188-194, 197, 200, 201, 219, 220, 226

1830-1839

New Records

17, 22, 27, 33, 59, 74, 75, 145, 157, 178, 198, 208, 209, 217,  
218, 223, 228, 236, 237, 295

Records Beginning in Preceding Decade

1, 8, 18, 20, 26, 43-45, 49, 61, 65, 67, 68, 138-140, 144, 148,  
156, 167, 174, 188-194, 197, 200, 201, 219, 220, 226

1840-1849

New Records

32, 66, 81-83, 210, 324

Records Beginning in Preceding Decades

1, 8, 17, 18, 20, 22, 26, 27, 33, 43-45, 49, 59, 61, 65, 67, 68, 74,  
75, 138-140, 144, 145, 148, 156, 157, 167, 174, 178, 188-194, 197,  
198, 200, 201, 208, 209, 217-220, 223, 226, 228, 236, 237, 295

1850-1859

New Records

36, 39, 84, 122, 196, 205, 221, 222, 229

Records Beginning in Preceding Decades

1, 8, 17, 18, 20, 22, 26, 27, 32, 43-45, 49, 59, 61, 65-68, 74, 75,  
81-83, 138-140, 144, 145, 148, 156, 157, 167, 174, 178, 188-194, 197,  
198, 200, 201, 209, 210, 217-220, 223, 226, 228, 236, 237, 295, 324



1860-1869

## New Records

13, 14, 19, 31, 58, 79, 85, 87, 91, 93, 98, 99, 130-132, 134,  
135, 153, 154, 184, 224, 238, 239, 242, 249

## Records Beginning in Preceding Decades

1, 8, 17, 18, 20, 22, 26, 27, 32, 36, 39, 43-45, 49, 59, 61,  
65-68, 74, 75, 81-84, 122, 138-140, 144, 145, 148, 156, 157, 167,  
174, 178, 188-194, 196-198, 200, 201, 205, 209, 210, 217-223, 226,  
228, 229, 236, 237, 324

1870-1879

## New Records

9, 11, 16, 23, 34, 35, 37, 38, 40, 41, 46, 47, 50, 51, 63, 94-96  
100, 112-114, 117, 118, 123, 136, 142, 146, 147, 161, 164, 169, 170,  
175, 179, 180, 187, 199, 202, 230, 231, 253, 270, 301, 314

## Records Beginning in Preceding Decades

1, 8, 13, 14, 17-20, 22, 27, 31, 36, 39, 43-45, 49, 59, 61, 65-68,  
74, 75, 79, 81-85, 87, 98, 99, 122, 130-132, 134, 135, 138-140,  
144, 145, 148, 153, 154, 156, 157, 167, 174, 178, 184, 188-194,  
196-198, 200, 209, 210, 217-222, 223, 224, 226, 228, 229, 236-239,  
242, 249, 324

1880-1889

## New Records

3, 4, 28, 30, 52, 76, 97, 133, 152, 163, 168, 171-173, 181, 211,  
225, 243, 252, 254, 271, 272, 282, 292

## Records Beginning in Preceding Decades

1, 8, 9, 13, 14, 17, 18, 19, 20, 22, 23, 27, 34-41, 43-47,  
49-51, 59, 61, 63, 65-68, 74, 75, 79, 81-85, 87, 94-96, 98-100,  
112-114, 117, 118, 122, 123, 130-132, 134-136, 138-140, 142, 144-  
147, 153, 154, 156, 157, 161, 164, 169, 170, 175, 178-180, 184,  
187, 188, 189-194, 196-200, 202, 209, 210, 217-222, 224, 226,  
228-231, 236-239, 242, 249, 253, 270, 301, 314, 324



1890-1899

## New Records

29, 48, 53-55, 62, 78, 86, 101, 108, 116, 119, 121, 124, 126,  
129, 137, 141, 149, 155, 158, 159, 166, 177, 182, 183, 185, 186,  
203, 204, 206, 232, 233, 258, 259, 265, 259, 285, 286, 306, 307,

## Records Beginning in Preceding Decades

1, 3, 4, 8, 9, 11, 13, 14, 17, 18, 20, 22, 23, 27, 28, 30, 34-41,  
43-47, 49-52, 59, 61, 63, 65-68, 74-76, 79, 81-85, 87, 94-100,  
112-114, 117, 118, 122, 123, 130-134, 135, 136, 138-140, 142, 144-  
148, 152-154, 156, 157, 161, 163, 164, 168-173, 175, 178-181, 184,  
187, 189-194, 196-200, 202, 209-211, 217-220, 221, 222, 224-226,  
228-231, 236-239, 243, 249, 252-254, 270-272, 282, 292, 301, 314,  
324

1900-1909

## New Records

25, 56, 64, 107, 109-111, 127, 150, 176, 195, 241, 245, 261-263,  
273, 291, 302, 315

## Records Beginning in Preceding Decades

1, 3, 4, 8, 9, 11, 13, 14, 17, 20, 22, 23, 27-30, 34-41, 43-55,  
61, 62, 65-68, 74-76, 78, 79, 81-87, 94-101, 108, 112-114, 116-  
119, 121, 122-124, 126, 129, 130, 131, 132, 133, 134, 136-141,  
142, 144-149, 152-159, 161, 163, 164, 166, 168-173, 175, 177-  
181, 183-187, 189-194, 196-200, 202-204, 206, 209-211, 217-220,  
224-226, 228-233, 236, 237, 238, 239, 243, 249, 252-254, 258,  
259, 265, 269-272, 282, 285, 286, 292, 301, 306, 307, 314, 324

1910-1919

## New Records

10, 21, 24, 42, 57, 73, 77, 88, 90, 92, 102-106, 120, 125, 128,  
151, 162, 207, 212-215, 227, 256, 264, 279, 283, 288, 289, 290,  
296-298, 299, 300, 303, 305, 308-312, 325





## Records Beginning in Preceding Decades

1, 3, 4, 8, 9, 11, 13, 14, 17, 20, 22, 23, 25, 27-30, 34-41, 43-46, 47, 48-56, 61, 62, 64-68, 74-76, 78, 79, 81-87, 94-96, 97, 98-101, 107-114, 116-119, 122-124, 126, 127, 129, 136-141, 144-150, 152, 153-159, 161, 163, 164, 166, 168-173, 175-180, 181, 183-185, 186, 187, 189-200, 202, 203, 204, 206, 209-211, 217, 218, 219, 220, 224-226, 228-233, 236, 238, 239, 241, 243, 245, 249, 252-254, 258, 259, 261-263, 265, 269-273, 282, 285, 286, 292, 301, 302, 306, 307, 314, 315, 324

1920-1929

## New Records

5, 12, 60, 69, 80, 89, 115, 143, 160, 165, 216, 240, 244, 248, 255, 257, 267, 268, 274, 275, 280, 287, 293, 304, 313, 316, 317, 332-334, 336-338

## Records Beginning in Preceding Decades

1, 3, 4, 8-11, 13, 14, 17, 20-25, 27-30, 34-36, 37, 38, 39, 40, 41, 43-45, 46, 48-57, 61, 62, 64-68, 73, 74, 75, 76, 77-79, 81-87, 88, 90, 94-96, 98-114, 116, 117-120, 122-129, 136-141, 144-151, 153-159, 161, 163, 164, 166, 168-173, 175-180, 183-185, 187, 189-200, 202, 204, 206, 207, 209-215, 219, 220, 224-233, 236, 238, 239, 241, 243, 245, 249, 252-254, 256, 258, 259, 261-265, 269, 270-273, 279, 282, 283, 285, 286, 292, 296-298, 301-303, 306-309, 310, 311, 312, 314, 315, 324, 325

1930-1938

## New Records

2, 6, 7, 15, 70-72, 234, 235, 246, 247, 250, 251, 260, 266, 276, 277, 278, 281, 284, 294, 318-323, 326-331, 335

## Records Beginning in Preceding Decades

1, 3-5, 8-14, 17, 20-25, 27-30, 34-36, 38, 39, 43-45, 48-57, 61, 62, 64-69, 74, 75, 77-79, 80, 81-87, 89, 94-96, 98-115, 117-120, 122-129, 136-141, 143-151, 153-161, 163-165, 168-173, 175-180, 183-185, 187, 189-200, 202, 204, 206, 207, 209-216, 219, 220, 224-233, 236, 238-240, 243-245, 248, 249, 252-256, 257, 258, 259, 261-265, 267, 268, 270-275, 279, 280, 282, 283, 285, 286, 292, 293, 296-298, 301-304, 306-309, 311-317, 324, 325, 332-334, 336-338



SUBJECT INDEX

(Figures refer to inventory numbers unless underscored; underscored figures refer to pages)

- Abatement  
  list, 266  
  mosquito, districts, 35  
Abbreviations and symbols  
  used in inventory, 63, 64  
Absentee ballots, applications for, 61  
Abstracts  
  of assessments, 261-264  
  of collection, 27, 29  
  of taxes  
    corporation, 252  
    real and personal property, 252  
  of titles, recordation of, 91  
  of votes, 61  
Accoucheurs, Register of, 50  
Accounts  
  See also Fees; Funds; Receipts and expenditures  
  birth and death  
    county clerk's, 64  
    treasurer's, 273  
  of county funds, 1  
    audits of, 18  
    county clerk's, 11  
    treasurer's, 270, 273  
  county home, 324  
  examination of, 69  
  inheritance tax, 285  
  non-high school, 297  
  of officers, 18  
  probate, 140B3,  
    155, 156, 158, 160,  
    172-175, 195  
Adjustment of claims  
  (probate), 138, 143  
Adjutant general's report  
  (of enlistments), 58  
Administrator  
  See also Estate; Executor; Probate court; Wills  
  accounts, 140B3, 172, 174  
  bonds, 65D3, 138, 140B2,  
    145, 147, 148  
Administrator  
  bonds (continued)  
    additional, 146, 148  
  de bonis non, 140B2, 149, 152  
    with will annexed, 140B2,  
      151, 152  
  docket of settlements  
    due from, 182  
  fee book, 184  
  inventories, 138, 163, 167  
  letters, 138, 140B2, 145  
  oaths, 138, 140B2, 145  
  petitions, 138, 140B2, 145, 174  
  public, 113  
  reports, 138, 143, 172, 174  
  with will annexed, 140B2,  
    150, 152  
Adoption  
  See also Juvenile  
  files, 65C1, 98  
  index to, 99, 107  
  jurisdiction in, 99  
  petitions, 98  
  record of, 96, 140A1  
Adult probation officer,  
  see Probation  
Affidavits  
  in circuit court, 189, 191  
  estrays, 59  
  in juvenile cases, 103  
  recorded, 86, 87  
  for tax deeds, 34, 65B1  
  witness, 10, 271  
Agreements, articles of, 86  
Agriculture in county, 11  
Alcott, Bronson, 14  
Alexander election precinct, 8  
Aliens, see Naturalization  
Allotments, motor fuel tax, 281  
Almshouse, see County home;  
  Poorhouse  
Anticipation warrants, see  
  Warrants  
Appeal  
  bonds, 65C3, 126





- Appeal (continued)  
to circuit court, 24,  
103, 126, 127  
in county court, 24, 94  
Apple Creek, 4, 5n  
Applications  
for absentee ballots, 61  
for blind relief, 10  
to county home, 325  
for marriage license, 48  
for old age assistance, 319  
teachers', 301  
Appointment  
of county officers,  
1, 65B3, 65B5  
in probate, see under  
title of appointee  
Appraisements, estate,  
155, 158, 167, 168  
Appraiser  
reports, inheritance  
tax, 138  
warrants, 153, 168  
Appropriations  
for county funds, 70  
register, treasurer,  
267, 269  
Arcadia election precinct, 8  
Architects'  
licenses, 55  
revoked, 65B3  
state, inspection of  
county buildings, 33  
Army, see Soldiers  
Arnett, Thomas, 6  
Articles, see Agreements,  
Incorporation  
Assessments  
See also Tax  
drainage district, re-  
quired to be kept, 170  
Assessor  
county  
appointment of, 19, 149  
bond, 149  
books (lists of tax-  
able property), 22, 257  
deputy, bonds of, 149  
duties and powers of,  
19, 148, 149  
records kept by, 252-257  
treasurer, ex-officio,  
19, 149  
Assessor (continued)  
district, 19  
Assignments  
of interest in estates, 138  
of mortgage, 68, 74, 77  
Associate justices, roster of, 47  
Athensville township, 7  
Attachment bonds, 65C3, 126  
Attorney  
circuit, 26  
receipts for documents, 137  
state's, see State's attorney  
Bacon, Samuel, 15  
Bail  
bonds, 232  
records, 193  
Baldwin, Theron, 13  
Ballots, see Election  
Bank statements, 248  
Bankruptcy statements, 87  
Bar dockets  
circuit court, 221  
index to, 222  
county court, 121  
Barr township, 7  
Barry, Garrison W., 10  
Bastardy bonds, 65C3, 126  
Bateman, Newton, 13  
Beardstown, town of, 11  
Beecher, Edward, 14  
Beecher, Henry Ward, 14  
Benton County, 6, 7  
Berdan, David, 5  
Berdan, James, 8  
Bills  
against county, filing of, 71  
in court cases, 94, 193  
for divorce, 191  
of sale, 86  
true, see Indictment  
Births  
See also Vital statistics  
reports, county clerk's  
account of, 64  
Blankford, Donbar and, 10  
Blind  
examiner, see Examiner  
pensions, see Pensions  
relief, see Relief  
Board  
of County commissioners,  
see Commissioners,  
County board of  
of health, county, see Health  
of review, see Review



Bond issues

county (cancelled),  
14, 65A3  
drainage district,  
record to be kept, 170  
school, 25

Bonds

appeal, 65C3, 126  
assessor's, county, 149  
attachment, assignees',  
65C3, 126  
bail, 193, 232  
bastardy, 65C3, 126  
in child abandonment  
cases, 65C3, 126  
circuit clerk's, 129  
in circuit court,  
189, 191, 193  
collector, county, 152  
complainants', 232  
constables', 62, 63, 65B5  
coroner's, 144  
county clerk's, 76  
deputies', 248  
ferry license, 65B3  
justice of peace, 62,  
63, 65B5  
miscellaneous, 65C3  
officers'  
county, 1  
election, 65B5  
required to be kept  
by county clerk, 76  
official, record, 63  
of officials, county, 65B5  
peace, 233  
police magistrates', 65B5  
of probate appointees, 115  
See also under title  
of appointee  
receivers', 232  
recognizance, 65C3, 126,  
127, 232, 248  
recorder's, 90  
replevin, 65C3, 126  
road clerk's, 62, 65B5  
sheriff's, 62, 141  
state's attorney's, 146  
treasurer's  
county, 62, 155  
township (school), 312  
trustees' of estates,  
65C3, 126, 232

Bounty

sparrow, 270  
wolf, 273

Brands, see Marks and brands

Bridges

See also Highways; Roads

appropriations for, 18  
authority over, 18, 32,  
68, 166, 167, 167n  
construction of, 18, 167  
maintenance, 18, 167, 167n  
supervision of, 32, 168  
toll, authority over, 68

Bristow, Samuel, 6, 7

Brooks, John F., 13

Brown County, 4

Bryan, William Jennings, 14

Buckley, Henry, 10

Budget, county, 1

Burial

certificates, soldiers,  
sailors, and marines, 42, 65B2  
grounds, see Cemetery  
record, county home, 326

By-laws of corporations, 87

Cadwell, Dr. George, 5

Canals, authority over, 68

Candidates for office,  
see Election

Casebier, David, 10

Cash book

See also Ledger

circuit clerk's, 228  
county clerk's, 136  
probate clerk's, 187  
sheriff's, 246  
treasurer's, 269

Cass County, 4, 6, 7

Indian Creek Drainage Dis-  
trict in, 316

Cemetery

associations, reports, 125  
deeds, 68, 72, 73  
record, county home, 326

Centerville election precinct, 8

Centerville township, 7

Certificates

See also License

accoucheurs', 50  
birth, 36, 37  
index to, 35



## Certificates (continued)

- of the board of local improvements, 109
- bounty, sparrow, 270
- burial
  - of soldiers, 65B2
  - sailors and marines, 42
- for citizenship, see
  - Naturalization
- death, 39, 40, 250
  - index to (39, 40), 38
- dentists', 50
- of endorsement, 203
- of foreclosure, 83
- of indebtedness, 83
- jury, coroner's, 272
- of levy, 84
  - sheriff's, 81-83
- nurses', 56
- optometrists', 51
- osteopaths', 50
- of ownership of
  - property, 87
- physicians', 50, 51
- of publication, 65C5
- of purchase, 34
  - to swamp lands, issued by drainage commissioners, 33
  - tax, 34
- recording of, 77, 78, 91
- of redemption, 84
  - sheriff's, 81, 83
- of sale, 84
  - master's, 82
  - sheriff's, 81, 83, 248
- of satisfaction, 83
- stallion
  - register, 90
  - renewal of, 90
- stillbirth, 39
- surgeons', 51
- tax sale, 65B1
- teachers', 303
  - issuance of, 30n

Challen, John, 10

Challenge to jury, 189

Chancery

See also Circuit court;

Master-in-chancery

jurisdiction in, 21, 126

Chapin election precinct, 8

## Chattel

See also Personal property

liens on, 89

mortgages, see Mortgage

Chicago and Alton, 13

Chicago Burlington and Quincy, 13

Children, see Juvenile

Circuit court

appeals, 24, 103, 126, 127

branches, 127, 128

clerk

appointment of, 24, 130

bond and oath, 129

cash book, 228

deputy, appointment of, 130

duties, 129, 130

election of, 129

ex-officio recorder, 45, 90

office of, 53, 55

pro tempore, appointment of, 129

records kept by, 130, 131, 188-242

reports to board of county commissioners, 17, 65A4

roster of, 46

term of office, 130

dockets

bar, 221

index to, 222

chancery, 214

clerk's, 223

common law, 213

criminal, 215

execution, 220

fee bill, 224

general, 211

judge's, 217

current, 216

index to, 212

index to (217), 218

judgment, 219

mechanic's lien, 225

fee books (court costs)

chancery, 226, 227

common law and criminal, 226

files

chancery, 191

index to, 192

supplemental, 188

common law, 189

index to, 190

supplemental, 188





## Circuit court

files (continued)

criminal, 193

index to, 194

executions, 200

original documents to

be kept, 131

jurisdiction and functions

of, 21, 22, 24, 126-130

plaintiff-defendant in-

dex, 196

records

chancery, 197, 198

common law, 197

criminal, 197, 199

default, 197

execution, 201

of fines, 202

index to, 196

indictment, 197, 199, 203

kept by clerk, 130,131, 188-242

recognizance, 204

reports to

coroner's, 229

keeping of, 131

state's attorney's, 230

Citations, 191

Cities, see under names of

individual cities

City ordinances, 87

Civil

cases

See also Common law

under Circuit court,

County court

jurisdiction in, 21, 98, 126

War

enlistments in, 58

governor, 13

Claim

against county, 12, 65A2

allowed, 1

auditing of, 18

state's attorney's, 65A2

docket (probate), 178

against estates, 65D1, 138, 160

for mechanic's liens, 206

for sheep damages, 283

for state aid for schools, 293

for tuition, 298

Clark, John, 6Clayton, village of, 13

## Clerk

county, see County clerkof courts, see under name

of specific court

docket, circuit court, 223

of election

appointment of, 37, 102

bonds, 65B5

road district, duties of,

in registration of

vital statistics, 35Coal Creek, 4Collection of taxes, see Tax

Collector, county

abstract of footings, 27, 29

accounts

with county clerk, 152with county treasurer, 155appointment of, 20, 152bond, 152books (lists of taxable  
property), 27

duties and functions of,

20, 152, 153

office, location and des-

cription, 53, 55

receipts for taxes, 65F

records kept by, 261-266

reports to county clerk, 20roster of, 47, 48

settlement record, 265

sheriff, ex-officio, 20, 152

Commission

feeble-minded, reports of, 106

highway, see Commissioners

under Highway

insanity, reports of, 100

welfare, county, 171

Commissioner

county

board of

acting as board of review,

20, 76, 150, 151

adoption of commission

plan, 67

clerk

county clerk as ex-

officio, 71records kept by, 1-19, 71

duties and powers of,

69, 70early meetings, 67



## Commissioner

## county

## board of (continued)

## legislation es-

tablishing, 18, 67minutes, 1proceedings, 1record, 1reports to, 1, 17, 65A4resolutions, 1, 2,65A1, 248roster of, 42-44

succeeding county

court, 8, 18, 98

## court

acting as board of

review, 20, 150clerk, 17, 25, 70first incumbent, 8roster of, 45composition, 65

duties and powers

of, 16, 20, 26,28, 32, 67, 68, 166early terms of, 9establishment of, 65, 98

first administrative

body, 8, 16first election for, 6, 7

## members

appointment of, 6compensation of, 65election of, 17, 65, 65nremoval from office, 66term of office, 65

probate jurisdiction

in, 22, 25proceedings, 1record, 1reports to, 68roster of, 42, 43sessions of, 65

succeeded by county

court, 8, 17, 66drainage, see Drainagehighway, see Highwayroad, see Roadschool, see SchoolCommissions, register of, 49Commitment to insane institutions, decrees of, 100

Committees, board of county commissioners,

reports, 1

## Common law

jurisdiction in, 21, 23, 99, 126records, see Circuit court;

County court

Community high school, organ-

ization of, 310Complainants' bonds, 232

## Complaint

in county court, 94criminal, bills of, 193docket, Board of review, 260before justices, 193against taxes, 259, 260Concord election precinct, 8

Condemnation record, Pankey

Pond, 108Confession record, 96Conover, Peter, 7, 8

## Conservator

See also Estate; Guardian;

Insanity; Probate court

accounts current, 160bonds, 65D3, 138, 160, 161fee book, 184-186files (closed cases), 138, 158index to, 159inventories, 138, 143, 158,160, 164-167letters, 138, 160, 161oaths, 138, 160, 161orders, 160petitions, 138, 158, 160, 161

record (bonds, letters,

oaths, petitions), 161reports, 138, 140B4, 143,166, 175, 176settlement of estates, 138, 158

## Constables

appointment of, 26bonds of, 62, 63, 65B5kept by county clerk, 79creation of office, 26duties of, 26, 28election, 26fees, 209, 210oath, 79Construction, see County property

## Contracts

county, 13, 65A3drainage, 65Ghighway, required to be kept, 168private (recorded), 87Conveyances, see Deeds; Mortgages





Cooley, H. S., 8  
Coon Run Creek, 4  
Coon Run Drainage District  
    commissioners, appoint-  
        ment of, 317  
    records, 140C2  
Copartnership proceedings,  
    record of, 140A2  
Coroner  
    bond, 144  
    creation of office, 27  
    death  
        certificates, 250  
        record, 249  
    deputies, 145  
    duties and powers of,  
        25, 27, 144, 145  
    election of, 27, 144, 144n  
    inquests, 229  
        evidence and testi-  
            mony in, 27  
        procedure, 27, 28  
    jury  
        certificates, 272  
        warrants, 250  
    oath, 144  
    office, 53, 57  
    records kept by, 145,  
        249, 250  
    roster of, 48, 49  
    term of office, 144, 144n  
Corporation  
    See also Incorporation  
    by-laws of, 87  
    taxes on, see Tax  
Correspondence  
    old age assistance, 323  
    superintendent of  
        schools, 313  
Costs, court, see Fee  
    book under name of  
        specific court  
County assessor, see Assessor  
County clerk  
    accounts  
        with county funds, 11  
        with registrars of  
            births and deaths, 64  
    bond, 76  
    cash book, 136  
    duties and functions of  
        in the custody of rec-  
            ords, 20, 71, 75-80

County clerk  
    duties and functions  
        of (continued)  
        in election procedure,  
            37, 78, 79, 102, 103  
        in entering of bonds of  
            officials, 76, 79  
    ex-officio clerk  
        of county board, 70,  
            71, 75, 80  
        of county court, 25, 70,  
            71, 75, 80, 104  
        of probate court, 25, 114  
        of special drainage dis-  
            tricts, 170  
    in issuing of licenses, 79  
    in keeping of vital statis-  
        tics, 36, 77, 78  
    in regard to public health,  
        34, 35  
    in taxation procedure,  
        20, 34, 35, 76,  
            77, 152, 153  
    election of, 75  
    establishment of office,  
        24, 70, 76  
    ledger, 11  
    miscellaneous papers, 65  
    oath, 76  
    office, 53, 54  
    records kept by, 20-65  
        legislation concerning, 38  
    reports to  
        county board, 17, 65A4  
        State Department of Pub-  
            lic Health, 35  
    roster of, 45  
    term of office, 76  
County collector, see Collector  
County commissioners, see  
    Commissioners  
County court  
    acting as early adminis-  
        trative body  
    as board of review, 20, 150  
    composition of, 8, 17, 66, 98  
    establishment of, 23, 66,  
        75, 98  
    members, election of, 66  
    powers and jurisdiction  
        of, 66, 98, 99  
    succeeded by county  
        board, 8, 18, 98



County court

acting as early adminis-  
trative body (continued)  
succeeding county  
commissioners'  
court, 8, 17, 66, 75  
supervision over roads  
and bridges, 32, 166

appeals

to higher court, 103  
from lower courts, 24, 99

clerk of

bond, 76  
county clerk ex-officio,  
24, 25, 70, 71  
duties, 25, 70, 80,  
104, 105  
establishment of office, 17  
as ex-officio clerk of  
probate court, 25  
records kept by, 94-137  
roster of, 45  
term of office, 70, 76

dockets

bar, 121  
execution, 118  
feeble-minded, 114, 120  
insanity, 114, 119  
judge's, 115  
common law, 114  
criminal, 114, 116  
judgment, 117  
justice of the peace, 122  
fee books (court costs), 123  
insanity, 124

files

adoption, 65C1, 98  
index to, 99, 107  
common law and crim-  
inal, 94  
index to, 95  
insanity, 100  
juvenile  
dependent and delin-  
quent children, 103  
index to, 104, 107  
feeble-minded children, 106  
index to, 107

jurisdiction and functions

of, 24, 97-103  
in juvenile cases, 99-101  
in mothers' pension  
cases, 37, 101, 102

County court

jurisdiction and functions  
of (continued)  
in naturalization pro-  
cedure, 99  
loss of, 24  
in probate matters, 25,  
99, 113  
over swamp lands, 33

records

adoption, 96, 140A1  
common law, 96  
confession, 96  
copartnership, 140A2  
criminal, 96, 97  
default, 96  
delinquency and depend-  
ency, 96, 105  
feeble-minded, 96  
fine, 123  
insanity, 96, 101, 102  
plaintiff-defendant in-  
dex to, 104  
probation, 96  
recognizance, 96  
required to be kept,  
104, 105  
special assessment, 96, 111  
reports, warden's, keeping  
of, 105

County farm, see County

home; Poorhouse

County funds, see Fund

County government

functions, coordination of, 37  
scope, 16

County home

See also Public welfare; Relief  
administration of, 174  
admittance and application  
record, 325

burial record, 326

establishment of, 174

functions of, 36, 174

ledger, 324

location and description

of, 54, 57

superintendent, records

kept by, 174

County jail, see Jail

County nurse

duties of, 175, 176  
employment of, 175



## County nurse (continued)

examination of applicants, 175  
 files, 331  
 office, location and description, 53, 57  
 physicians' orders to, 330  
 records, 327-331  
   health, 327  
   maternity, 328  
 reports of visitations to children, 329

County officers, see Officers

County offices, see Offices

County orders, see Orders

County property  
   construction contracts, 13  
   control of, 18, 33, 68  
   inspection of, 33  
   insurance on, 15, 248

County seat  
   legislation concerning, 6  
   naming of, 6  
   selection of, 6

County superintendent of highways, see Highway

County superintendent of public welfare, see Public welfare

County superintendent of schools, see School

County surveyor, see Surveyor

County treasurer, see Treasurer

County warrants, see Warrants

Court, see Circuit;  
   Commissioners', County;  
   County; Probate

## Courthouse

buildings used, location and description of, 9, 10, 53, 57, 58  
 construction of,  
   contracts for, 9, 53  
   tax levy, 10  
 destroyed by fire, 9, 58

## Courthouse (continued)

offices in, 53-57

## Criminal cases

jurisdiction in, 21, 23, 98, 126  
 records of, see Circuit court;  
   County court;  
   Indictment; Probation

Danville, city of, 13

## Death

See also Vital statistics  
 proof of, 153

reports, county clerk's accounts of, 64

Deaton, James, 9

De bonis non, see Administrator

Debtors, insolvent, record of, 113

Decatur, city of, 13

Declarations in chancery cases, 191

Declaration of intontion, see Naturalization

## Decree

See also Orders, court  
   of adoption, 98  
   in chancery, 191  
   county court, 94  
   for enforcement of liens, 205  
   in insanity cases, 100  
   of partition, 205  
   for sale of lands for debts, 205  
   for separation of real estate, 205

Dedication of right of way, 13, 68, 70

## Deeds

cemetery, 68, 72, 73  
 to county property, 13, 65A3  
 dedication, 68  
 entry book of, 66  
 executor's, 68, 71, 86  
 grantor-grantee index to, 67  
 joint tenancy, 68, 72  
 master's, 68, 70  
 miscellaneous, 68, 72  
 quitclaim, 68, 72, 86, 87  
 record, 68  
 release, 68, 69  
 sheriff's, 68, 71





Subject Index

(Dee-Ear)

Deed (continued)

to swamp lands, issued  
by drainage commis-  
sioners, 33  
tax, affidavits for,  
34, 65B1  
warranty, 68, 72, 86  
Default records  
circuit court, 197, 198  
county court, 96  
Defendant's answers,  
189, 191  
Delinquent children,  
see Juvenile  
Delinquent taxes,  
see Tax  
Dentists  
licenses, record of, 52  
register of, 50, 53  
Department of public  
welfare, County,  
see Public welfare  
Dependent children,  
see Juvenile  
Deputy  
assessor, see Assessor  
circuit clerk, see  
Clerk under Cir-  
cuit court  
coroner, see Coroner  
sheriff, see Sheriff  
Dewitt, A. B., 10  
Dial, Isaac, 6  
Diamond Grove, 5  
Disbursements, see Re-  
ceipts and expenditures  
Distributive fund,  
see Fund  
Districts  
drainage, see Drainage  
levee, see Levee  
road, see Road  
school, see School  
Divorce  
bills for, 191  
records, 198  
Dix, Miss D. L., 14  
Docket  
court, see under  
name of specific  
court; also under  
title of docket

Docket (continued)

of rates and amounts wanted, 1, 20  
required to be kept, 104,  
115, 131, 143  
Doctor, see Physician  
Dog  
license fund, see Funds  
tag record, 22, 256  
Donbar and Blankford, 10  
Douglas, Stephen A., 189  
Drainage  
See also Levee  
assessments, 315-317  
commissioners  
appointment of, 34, 170  
Coon Run district, 317  
Indian Creek district, 316  
Town Brook district, 315  
composition of, 34  
duties and powers of, 33,  
34, 169, 170  
election of, 170  
records kept by, 170,  
171, 315-317  
reports, 170, 315-317  
supervisors of roads,  
ex-officio, 34  
contracts, 65G  
districts  
clerk, county clerk,  
ex-officio, 170  
Coon Run, record, 140G2, 317  
court orders on, 315  
Indian Creek, record,  
140C1, 316  
kinds of, 170  
organization of, 34, 170  
petitions, 315-317  
publication of notices,  
315-317  
Town Brook, papers of, 315  
treasurer, county treas-  
urer, ex-officio, 170  
records required to be  
kept, 170, 171  
reports on condition of, 171  
tax, see Assessments above  
Duncan, Sidney L., 8  
Dunlap and Company, 12  
Earnings and expenditures,  
see Receipts and expenditures



Education

See also School

administration of,  
28-30, 160-162  
development of, 13, 14

Election

abstract of votes, 61, 65B4  
ballots, absentee, ap-  
plications for, 61, 65B4  
candidates' petitions,  
61, 65B4

clerks of  
appointment, 102  
bonds, 65B5

commissioners, board  
of, appointment, 102  
contests, jurisdiction  
over, 102, 127

duties, county clerk's,  
37, 78, 79, 102, 103

first, in county, 8  
judges

appointment of,  
18, 68, 102

bonds, 65B5

jurisdiction over, 68, 102  
nominations, objections  
to, 103

poll books, 61, 65B4

precincts in county, 8  
establishment of, 68

number of, 15

returns, 61, 65B4

of road officers, 61, 65B4

special, for mosquito  
abatement districts, 35

Ellis, John M., 13

Emergency relief, see Relief

Emerson, Ralph W., 14

Entries

of appearance in  
adoption cases, 98  
land, 26

Entry books

of deeds and mortgages, 66  
required to be kept,  
38, 90, 91

Estate

See also Adminis-

trator; Conserva-  
tor; Executor; Guard-  
ian; Probate court; Wills

Estate (continued)

accounts of, trustees, 195  
administration of, 138, 143  
appraisement record, 167, 168  
assignment of, 138  
claims against, 65D1, 138  
docket, 180  
of settlements due, 180, 182  
inventories of, 138, 143  
record, 163, 167  
jurisdiction in adminis-  
tration of, 113

papers, 65D2, 143

sale of - property  
administrators' bonds  
in, 146, 148

personal property  
petitions for, 167,  
170, 171

private sale record,  
167, 170, 171

public sale record,  
167, 170

real estate, 167  
trustees' licenses for,  
191, 195

settlements, final re-  
ports, 138

Estray

notices, 65B3  
record, 59

Evidence, transcripts for

circuit court, 193  
county court, 94

Examinations, see Pupils

Examiner of the blind

appointment and duties of, 37  
certificates, 10

Execution

dockets  
circuit court, 220  
county court, 118  
sheriff's, 243

fee statements, 248

files  
county court, 65C1  
sheriff's, 248

of judgment  
record, 201  
transcripts, 209  
praecipies for, record, 208  
writs of, 200





## Executor

See also Adminis-

trator; Estate;

Probate court; Wills

accounts, 140B3, 174

appointment of, 154

bonds, 65D3, 138, 153, 154

deeds, 68, 71, 86

docket of settlements

due from, 182

fee book, 184

inventories, 138, 143

163, 167

letters, 138, 153, 154

oaths, 138, 153

petitions, 138, 153

record (bonds, letters,

oaths, petitions), 153

report record, 173

reports current, 138, 143

Explanatory notes to

inventory, 63, 64

Farm names, Register of, 88

Fee bill docket, cir-

cuit court, 224

Fee books

court

See also under name

of specific court

required to be kept,

104, 131

of probate appointees,

see under title of

appointee

Feeble-minded

docket, 114, 120

documents, 94, 106

index to, 107

record, 96

Fees

See also Accounts;

Cash; Funds; Re-

ceipts and expenditures

constable's, 209, 210

recorder's, 226

register of

circuit clerk's, 228

institute fund, 269,

279, 292

reports of

circuit clerk's, 248

county clerk's, 248

## Fees (continued)

sheriff's, statements, 248

state's attorney's, 230

treasurer's record, of, 286

witness, 3, 123, 226

Fence viewers' reports to

county commissioners, 17

Ferry license

bonds, 65B3

issuing of, 79

Final papers, see Certificates

under Naturalization

Financial records, see

Account; Cash; Fees;

Funds; Receipts and

expenditures

Financial system in county, 19-21

Findings and orders, insanity,

101, 102

Fines

record

circuit court, 202

county court, 123

state's attorney's report

of, 230

Fire marshal, state, in-

spection of county

buildings by, 33

Fiscal control, 21

Fohnestock, Henry, 6

Foreclosure

See also Mortgage

certificates of, sheriff's, 83

Foreign

courts, transcript of judg-

ments from, 210

service papers, sheriff's, 248

Forfeiture

of bond, state's attorney's

report of, 230

of lands

records, 30

redemption of, 30, 65B1

Franklin election precinct, 8

Franklin township, 7

French, Governor Augustus C., 8

Fund

See also Accounts;

Cash; Fees; Re-

ceipts and expenditures

county

appropriations by county

board, 70



Fund

county (continued)  
 ledger of, 11  
 treasurer's register  
     of, 268  
 distributive, 294  
 dog license  
     claims against, 283  
     record, 282  
 highway, orders on, 270, 274  
 institute  
     management of, 162  
     orders on, 273  
     register of fees,  
         269, 279, 292  
 motor fuel tax  
     allotment record,  
         274, 281  
     claims against, 12  
 non-high-school, orders  
     on, 273  
 pension  
     blind, 36, 37  
     register of, 268, 284  
     mothers'  
         documents, 128  
         register of, 268, 284  
     teachers', 309  
 school, management of, 29  
 state aid  
     apportionment, 293  
     levy for, 293  
 trust, 269, 280  
 tuberculosis sanitarium, 177  
 wolf bounty, orders on, 273  
 work relief, 278

Funeral association re-  
     ports, 125

Galesburg, city of, 14

Gas leases, 87

Gets, liens on, 79

Gilham, James, 9

Golbra, C. S., 11

Grantor-grantee index, 67, 91

Green, William B., 7

Greene County, 4, 5n, 6, 7

Grosvenor, Mason, 13

Guardian

See also Conservator;

    Estate; Probate court  
     accounts, 155, 156, 175

Guardian (continued)

bonds, 65D3, 138, 156, 157  
 dockets of settlements  
     due from, 180, 181  
 fee book, 184, 185  
 files, 155  
 inventories, 138, 143, 155,  
     164, 167  
 letters, 138, 156  
 oaths, 138, 156  
 petitions, 138, 155, 156  
 public, 113, 114  
 record (bonds, letters,  
     oaths, petitions), 156  
 reports, 156, 175  
     current, 138, 143  
 settlement of estates,  
     155, 156, 175

Habeas corpus, writs of,  
     189, 191

Health

board of, county, 34, 35  
 department of, state  
     creation of, 34  
     duties and powers, 33,  
         34, 35  
 records, county nurse's, 327  
 taxes, 34

Heirship, proof of, 143

High schools, see School

Highway

See also Bridges; Right

    of way; Roads

commissioners  
     appointment of, 167  
     duties and powers of, 167  
     election of, 32, 167  
     record of petitions, 16  
     state, supervision of, 32  
 county superintendent of  
     appointed by county  
         board, 32, 167  
     creation of office, 32, 167  
     duties and powers, 167, 168  
     office  
         location, 53, 56  
         term of, 32, 167

funds, see Fund

motor fuel tax, see Motor fuel  
 orders, 270, 274

supervisors, as ex-officio  
     drainage commissioners, 34



- Hodges, David L., 8  
Howard, John, 6
- Illinois College, 13, 14  
Illinois Commerce  
    Commission, ap-  
        peals from rul-  
        ings of, to cir-  
        cuit court, 127  
Illinois Hospital for  
    the Insane, 14  
Illinois Institution  
    for the Education  
        of the Blind, 15  
Illinois Institution  
    for the Education of  
        the Deaf and Dumb, 14  
Illinois River, 4, 5n  
Illinois, State of, 5  
    map of, 287  
Illinois State Teachers'  
    Pension and Retire-  
        ment Fund, 309  
Illinois Women's College, 14  
Improvements, public  
    ordinances for, 108  
    petitions for special  
        assessments, 108, 109, 111  
Incorporation  
    See also Corporation  
        articles of, 87  
Indebtedness, sheriff's  
    certificates of, 83  
Index  
    adoption files, 99, 107  
    to bar docket (circuit  
        court), 222  
    birth, 35  
    chancery files, 192  
        supplemental, 188  
    to circuit court  
        records, 196  
    common law files (cir-  
        cuit court), 190  
        supplemental, 188  
    to conservatorship files, 159  
    to county court files, 95  
    criminal files (cir-  
        cuit court), 194  
    death, 38  
    deeds, 67  
    dependent and delin-  
        quent children's rec-  
            ords, 104, 107  
Index (continued)  
    to feeble-minded children's  
        files, 107  
    grantor-grantee, 67  
    to inheritance tax re-  
        ceipts, 107  
    to judge's docket (cir-  
        cuit court), 218  
        current, 212  
    to marginal releases, 76  
    marriage  
        records, 43  
        register, 47  
    to miscellaneous files,  
        county court, 107  
    mortgagor-mortgagee, 75  
    naturalization  
        circuit court, 236  
        county court, 131, 236  
    to old age assistance files, 318  
    plaintiff-defendant  
        circuit court, 196  
        county court, 95  
    to probate files, 139  
    to records required to be  
        kept, 78, 80, 91, 104,  
            115, 130, 131  
    to special assessments  
        files, 110  
        records, 112  
    stillbirth, 38  
Indian Creek, 4  
    drainage district records,  
        140C1, 316  
Indiana  
    map of, 287  
    state of, 5  
Indictment, criminal  
    original, 193  
    records, 197, 199, 203  
Indigent persons, care of, 68, 70  
Inheritance tax  
    docket, 183  
    receipts, 177  
    index to, 107  
    record, 285  
    reports, 138  
Inquests  
    evidence and testimony on, 27  
    procedure in, 27, 27n, 145  
    record of inquest, 145  
    transcripts, coroner's, 229  
Inquisition, writs of, 100, 106





## Insanity

See also Conservator

commission reports, 100

docket, 119

fee books, 124, 184

findings and orders

in, 101, 102

jurisdiction in, 99

jury warrants, 271

papers, 100

record, 96, 101, 161

trial by commission,

101, 102, 161

## Insolvency records

estate, 140B1, 142

of persons, 113

## Institute

fees, register of

superintendent of

schools, 292

treasurer's, 269, 279

funds, see Fund

## Instructions to jury,

see Jury

## Instruments required

to be kept by re-

corder, 31, 90, 91

## Insurance policies on

county property, 15, 248

## Intention, declaration of,

see Naturalization

## Internal Improvements Act, 12

## Inventory

of estates, record, 163

administrators', 138,

143, 163, 167

conservators', 138, 143,

158, 160, 164-167

executors', 138, 143,

163, 167

guardians', 138, 143,

155, 164, 167

## Investigation reports

in dependent and

delinquent children's

cases, 103

old age assistance, 321

## Jackson, General Andrew, 6

## Jacksonville, city of,

5, 6, 9, 11, 12,

13, 15

## Jacksonville, city of (continued)

assessments

abstracts of, personal

property, 262

special, petitions for, 109

maps, 91, 93, 288, 290

Jacksonville as county seat, 6

Jacksonville election pre-

cinct, 8

Jacksonville Female Academy,

13, 14

## Jail

See also Prisoners

construction of, 10

custody of, 33, 142

description of, 56

Jenny, Elisha, 13

Joint-tenancy deeds, 68, 72

Jones, John T., 14, 189

## Judge

circuit, 21, 22, 126, 127, 128

county

election of, 23, 97, 98

as justices of the peace, 23

oath, 97

roster, 46, 47

salary, 66, 97, 98

term of office, 66, 97, 98

dockets

circuit court, 216, 217

index to, 212, 218

county court, 114-116

probate court, 179

of election

appointments of, 18, 68, 102

bonds of, 65B5

probate

appointment of, 22, 112

county judge, ex-officio,

99, 113

duties of, 25

records kept by, legis-

lation concerning, 38

roster, 46

## Judgment

dockets

circuit court, 219

county court, 117

probate court, 178

executions of

record, 201

writs, 200



Judgment (continued)  
  record of claims,  
    probate, 178  
  sale, redemption, and  
    forfeiture record, 30  
  tax - record, 30, 31  
  transcripts of, from  
    justice of peace, 209  
    and foreign courts, 210  
Judicial circuits, 22, 24  
Judicial system in  
  county, 21-24  
Jurors  
  challenges to panel  
    of, 189  
  certificates, see Jury  
  register of, grand  
    and petit, 231  
Jury  
  certificates, cor-  
    oner's, 272  
  coroner's, 27, 145  
  instructions to, 94,  
    189, 191, 193  
  lists, 1, 19, 65A5  
    kept by county  
      clerk, 80  
  records, keeping of, 131  
  selection of, 18, 68, 70  
  summonses, 65C4, 129  
  venires, 65C4, 129,  
    189, 191, 193  
  verdicts, 27, 94, 189, 193  
  warrants, 4, 270, 271  
Justice, administration  
  of, 21-24  
Justice, associate, roster  
  of, 47  
Justice of the peace  
  appeals from, 22, 24  
  appointment, 21, 22  
  bonds, 62, 63, 65B5  
  statutory require-  
    ments governing, 79  
  chattel mortgage rec-  
    ords, 68, 74, 79, 80  
  complaints before, 193  
  county judge as, 23  
  docket, 122  
  early administrative  
    officer, 17, 66  
  election of, 22  
    basis of population, 23

Justice of the peace (continued)  
  jurisdiction of, 23, 24  
  to keep records, 25  
  oath, 79  
  probate  
    duties of, 25, 99, 114  
    election of, 23, 112  
    term of office, 112  
  reports, 65C2  
  term of office, 66  
  transcripts, 209, 210  
Juvenile  
  See also Adoption; Minors;  
    Pension, mothers'  
  cases, procedure in, 99-101  
  delinquency  
    files, 94, 103  
    index to (103), 104, 107  
    jurisdiction in, 99  
    records, 96, 105  
  dependency  
    files, 94, 103  
    index to (103), 104, 107  
    jurisdiction in, 99, 100  
    records, 96, 105  
  feeble-minded children  
    documents, 94, 106  
    index to (106), 107  
  probation officer, see  
    Probation  
Kellogg, Elisha, 4  
Kellogg, Seymour, 4, 8  
Kirby, William, 13  
Klein, Joseph, 6  
Knox College, 14  
Land  
  See also Lots; Real estate  
  patents, 26  
  sale of  
    for debts, 205  
    school, 295  
    for taxes, 26, 30-32  
  school, sale of, 28, 29, 160  
  swamp, see Swamp  
  taxes on, see Tax  
Leases  
  gas, 87  
  oil, 87  
Ledger  
  See also Cash book  
  county clerk's, 11  
  county home, 324



- Loile, Daniel, 6
- Letters of appointment
  - in probate, see under
  - title of appointee
- Lovoc
  - Soc also Drainage;
    - Swamp land
    - district records,
    - Coon Run, 140C2, 317
- Levy
  - Soc also Tax
    - certificates of, 81-84
- Licenses
  - Soc also Certificate
    - dog
      - fund
        - claims against, 283
        - record, 282
        - tag record, 22, 256
      - forry, 65B3
        - issuing of, 79
      - marriage, 44
        - applications for, 48
        - index to, records, 43
        - issuing of, 78
        - power to grant, 67, 68
        - professional, see under
          - name of profession
        - to sell real estate in
          - trusteeship, 195
        - tavern, issuing of, 79
- Lieb, Daniel, 7, 8
- Liens
  - Soc also Mortgages
    - on chattels, 89
    - on gets, 79
    - mechanic's
      - claims for, 206
      - docket, 225
    - on real estate, enforcement of, 205
- Lighting, special assessments for, 109
- Lindsey, Allen Q., 9
- Litorberry election precinct, 8
- Lots
  - Soc also Land; Real estate
    - sold for taxes, 26, 30-33
- Lunacy, see Insanity
- Lusk, John T., 6
- Lynnville election precinct, 8
- Mac Murray College, 14
- Macoupin County, 4, 6, 7
- Madison County, 6
- Magistrates' bonds, 65B5
- Maps
  - Soc also Plats
    - Illinois and Indiana, 287
    - Jacksonville, city of, 288, 290
    - Morgan County, 291
    - recordation of, 31
      - index to, 91
    - United States, 289
- Marine, burial certificates
  - of, 42
- Markham election precinct, 8
- Marks and brands, record of, 60
- Marriage, see Vital statistics
- Master-in-chancery
  - certificates of sale, 82
  - deeds, 68, 70
- Maternity record, county
  - nurse's, 328
- Mauvaisterre Creek, 4, 5, 5n
- Mechanic's lien
  - claims for, 206
  - docket, 225
- Meredosia election precinct, 8
- Meredosia Lake, 4
- Meredosia, village of, 12, 13
- Metcalf, D. P., 11
- Miller, Ebenezer I., 10
- Minors
  - See also Guardian; Juvenile
    - naturalization of, 133, 135, 242
- Minutes
  - See also Proceedings
    - board of county commissioners, 1
    - board of review, 259
    - school board, non-high, 297, 299
    - teachers' association, 305
- Mississippi Valley, 12
- Mittimus writs, 248
- Morgan City, 13
- Morgan County
  - agriculture in, 11
  - area, 7
  - boundaries, 4, 5n
    - changes in, 6, 7, 7n
  - election precincts in, 8
  - establishment, 4, 5
  - farms in, number of, 15
  - first election, 6
  - first settlers in, 4, 5
  - governmental organization, 16-40





## Morgan County (continued)

historical sketch, 4-15  
included in other  
    counties, 5, 6  
industries in, 11  
location, 4  
map, 291  
origin of name, 5  
plat book, 92  
political importance of, 11  
population, 5, 11, 15  
railroads in, 12, 13  
settlements of, 4, 5  
township form of government  
    election contests for, 8  
    legislation concerning,  
        8, 17, 66, 98  
townships in, 7  
Morgan, General Daniel, 5  
Mortgage  
    See also Foreclosure; Liens  
    chattel  
        justice of the peace,  
            74, 79, 80  
        record, 74, 79  
        releases, 86  
        uncalled for, 86  
        unrecorded, 78  
entry book, 66  
real estate  
    assignments of, 68, 74, 77  
    index, 75  
    record, 68, 74  
    recording of, 91  
    releases, 68, 74, 86  
        marginal, index to, 76  
    uncalled for, 86  
Mortgagor-mortgagee index, 75  
Mosquito abatement districts,  
    organization of, 35  
Mothers' pension, see Pension  
Motions for new trial (cir-  
    cuit court), 189  
Motor fuel tax  
    allotment record, 274, 281  
    orders, register of, 7  
Mount Sterling, city of, 13  
Murrayville election precinct, 8  
Murrayville township, 7  
Names of farms, Register, 88  
Naples, town of, 11

## Naturalization

certificates (final papers)  
    circuit court, 237, 239-242  
    index to, 236  
    county court, 130, 133-135  
    index to, 131, 236  
declaration of intention  
    circuit court, 237, 238  
    county court, 130, 132  
docket, 211  
jurisdiction over, 21,  
    23, 99, 126  
    loss of, by county  
        court, 24  
minors', 133, 135, 239, 242  
oaths  
    circuit court, 237, 242  
    county court, 130, 134  
petitions  
    circuit court, 237, 239, 242  
    county court, 130, 133-135  
records required to be  
    kept, 104, 131  
soldiers', 135, 239, 242  
New York Emigration Society, 5  
New York, State of, 5  
Nixon, George, 5  
Non-high-school, see School  
Northern Cross, 12, 13  
Nortonville election precinct, 8  
Nortonville township, 7  
Notary public records, kept  
    by county clerk, 79  
Notices  
    estray, 65B3  
    publication of  
        in drainage proceedings,  
            315-317  
        in probate proceedings, 138  
Nurse  
    certificates, 56  
    county, see County nurse  
Oath  
    citizenship, see Naturalization  
    of county officers, see  
        Officers, county  
    entered by county clerk, 79  
    kept by circuit clerk, 130  
    of probate appointees, see  
        under title of appointee



Objections

to nominations, see Nominations under Election  
to taxes, see Complaints under tax

Officer

county  
accounts, examination of, 69  
appointments, bonds,  
and oaths, 1  
commissions, 49  
fees from, treasurer's  
record of, 286  
oaths, 79, 90  
register of, 49  
reports to board of commissioners, 1, 17, 65A4  
probation, see Probation  
road, election papers of, 61  
roster of, 42-52  
school, list of, 304

Offices, county

location and description  
of, 53-58

Official bond record, 63

Officials

county  
appointment of, 65B3, 65B5  
and commissions, 65B3  
bonds and oaths, 65B5

Ohio, State of, 5

Oil leases, 87

Old age assistance

See also Pensions; Pub-

lic welfare; Relief

administration of, 36

applications for, 319

case histories, 320-322

index to, 318

correspondence, 323

information sheets, 320, 322

investigation reports, 320

office, location and description of, 57

Olmstead's Mounds, 6

Optometry register, 51, 57

Orders

county

See also Vouchers; Warrants

bounty, wolf, 273

cancelled, 8

countersigned, 270

Orders

county (continued)

highway, 270, 274

motor fuel tax, 7

against non-high-school  
fund, 273

pension

blind, 3, 5, 6, 270, 276

mothers', 3, 6, 270, 276

for poor relief, 277

register of

county clerk's, 71, 80

motor fuel tax, 7

treasurer's, 270, 273

tuberculosis sanatorium,  
270, 275

state's attorney's, 270, 274

court

See also Decree

chancery, 191

common law, 94, 189

criminal, 94, 193

in delinquency and depend-

ency cases, 94, 103

in drainage proceedings, 315

in feeble-minded cases,

94, 106

in mothers' pension cases, 128

in probation, 234

of reversal, in chancery

cases, 191

in sale of school lands, 295

Ordinances

city and village, 87

for local improvements, 108

Organization

of drainage district, 34, 170

of mosquito abatement dis-  
tricts, 35

of sanitary districts, 34

Osteopaths' register, 50

Pankey Pond, petitions for  
condonation of, 108

Park

plats of, 92

special assessments for, 109

Partition of real estate, 205

Patent documents (inventions),  
65B3

Patents, land, 26

Peace bonds, 233



Penal vouchers (sheriff's), 248

Pensions

See also Old age assistance;  
Public welfare; Relief

blind

accounts, 267-269, 284

applications for, 10, 37

appropriations, 36

orders

county clerk's, 3, 5, 6

treasurer's, 270, 276

record, 1, 5

register, 284

mothers'

See also Juvenile

accounts, 267-269, 284

applications for, 101, 128

investigation of, 37

fund, source of, 102

jurisdiction in, by

county court, 37, 101

orders

county clerk's, 3, 6

court, 128

treasurers', 270, 276

petitions for, 128

probation officer, see

Probation

register, 284

reports, investigator's, 128

teachers', Illinois state, 309

People's cases

See also Criminal under Cir-

cuit court, County court

state's attorney to pros-  
ecute, 26

Personal property

See also Chattel

abatement record, 266

assessments of, see Tax

of estates, see Estate

sale of, see Sale

taxes, see Tax

Petit jury, see Jury

Petitions

for adoption, 98

for appointments in

probate, see under

title of appointee

for changes in school

districts, 25, 65B1

to circuit court, 191

Petitions (continued)

for citizenship, see

Naturalization

in delinquency and depend-  
ency cases, 103, 106

in drainage proceedings,

34, 170, 315-317

election, candidates', 61, 65B4

for enforcement of liens, 205

for local improvements,

108, 109

for mothers' pension, 128

for organization

of drainage districts,

34, 170

of mosquito abatement

districts, 35

of sanitary districts, 34

road, 32

improvements, 16

for sale

of real estate for debts, 205

of school lands, 295

for separation of real estate, 205

for special assessments,

108, 109, 111

trustees' (estates), 162

for writ of inquisition, 100

Physicians

certificates (licenses), 51

orders to county nurse, 330

register, 50

Pike County, 4

Pisgah election precinct, 8

Plaintiff-defendant index

circuit court, 196

county court (files), 95

Plans for improvements in

Jacksonville, 109

Plat

See also Maps

book, Morgan County, 92

of Jacksonville, 91, 93, 109

recording of, 31

road, 16

of school

district, 25

lands sold, 295

of streets, 87

Pleas

chancery, 191

common law, 94, 189

criminal, 94, 193





Police magistrates' bonds, 65B5  
 Poll books, see Election  
 Poor  
   See also County home; Public welfare; Relief  
     care of, 11  
     farm, superintendent's reports to county board, 17, 65A4  
     relief orders, register of, 277  
 Poorhouse  
   construction of, 11  
   county board to establish, 68  
   first overseer, 11  
 Power of attorney, documents, 87  
 Praecept for record (circuited court), 189, 208  
 Prentice election precinct, 8  
 Prickett, Abraham, 6  
 Primary elections, see Election  
 Prisoners, county  
   discharge of, see Probation  
   receipts for, 207  
   register, 245  
   keeping of, 143  
 Private sale, see Sale  
 Probate  
   appeals to circuit court, 126  
   court  
     See also Administrator; Conservator; Estate; Executor; Guardian; Wills  
   clerk of  
     cash books, 136, 187  
     county clerk, ex-officio, 25, 114  
     duties of, 114  
     office, location and description, 54  
     records kept by, 115, 138-187  
   dockets  
     claim and judgment, 178  
     estate, 180  
     of settlements due, 180, 182  
     judge's, 179  
   establishment of, 22, 112

Probate  
   court (continued)  
     files, 138  
     index to, 139  
     of original documents to be kept, 115  
   judge of, 22, 98, 112  
   jurisdiction and functions of, 112-115  
   population requirement for, 23  
   record, 140  
     insolvency, 140B1, 142  
     required to be kept, 115  
   reports to, 115  
   rules of procedure, 65D1  
   jurisdiction  
     in circuit court, 99  
     in county commissioners' court, 22, 25  
     in county court, 23, 99, 113  
     justices of the peace, 23, 25  
     roster of, 46  
   of wills, 141  
 Probation  
   officers  
     adult  
       appointment, 128  
       bond, 128  
       compensation of, 129  
       duties of, 128, 129  
       files of, 234  
       records, 96  
       required to be kept, 129  
       reports, 129  
     juvenile  
       appointment of, 100  
       compensation, 100  
       delinquent and dependent cases, 235  
       functions of, 100, 101  
     mothers' pension  
       appointment, 37, 101  
       compensation, 101  
       duties and powers of, 101, 102  
       reports to county court, 101  
 Proceedings  
   See also Minutes  
     board of county commissioners, 1



Proceedings (continued)

board of review, 258

of courts

See also Records, under  
name of specific court  
required to be kept,

104, 115, 130

in feeble-minded cases, 96

dockets of, 114, 120

Morgan County teachers'

associations', 305

Proof

of death, 153

of heirship, 143

Public assistance, see

Public welfare

Public health, see Health

Public sale, see Sale

Public welfare

See also County home;

Feeble-minded; Ju-

venile; Old age as-

sistance; Pensions;

Poor; Relief

administration of, 14, 15, 36

county department of

composition of, 172

establishment of, 171

functions, 172

office, location and

description of, 57

records, kept by, 172,

318-323

relation to state wel-

fare department, 36, 172

county superintendent

appointed by county

board, 36, 172

duties and powers, 36, 172

Public Works and Build-

ings, Department of,

succeeding State High-

way Department, 32

Publication

certificates of, 65C5

of notices

in drainage proceedings,

315-317

in probate proceedings, 138

waivers of, 248

Pupils

examination records, 306

term reports, 313

tuition reports, 300

Purchase, certificates of, 34

for swamp lands, issued by

drainage commissioners, 33

Quincy, city of, 13

Quitclaim deeds, 68, 72, 86, 87

Railroad

taxes, see Tax

valuations, 23

Rates, docket of, 20

Real estate

See also Land; Lots

assessment of, see Tax

deeds, see Deeds

of estates, see Estate

mortgages, see Mortgage

records, 198, 205

sale of, see Sale

taxes on, see Tax

Receipts

attorneys', for court papers, 137

inheritance tax, 177

for prisoners, 207

for redemption of forfeited

property, 65B1

state auditor's, 248

tax, see Tax

Receipts and expenditures

See also Accounts; Fees; Funds

county clerk's, 136

county home, ledger of, 324

county officers', reports,

17, 65A4

motor fuel tax, 281

non-high school, 296, 297

probate clerk's, 136, 187

sheriff's, 246

treasurer's

county

register of, 267-269

township

reports of, 307

Receivers' bonds, 232

Receivership, documents in, 87

Recognizance

bonds, 94, 126, 127, 232, 248

records

circuit court, 204

county court, 96

Recorder

appointed by Governor, 31, 90

bond, 90

circuit clerk ex-officio, 31, 90



## Recorder (continued)

deputies, 90  
duties of, 31, 90, 91  
election, 31, 90  
establishment of office, 31  
fees, 226  
office, location and  
description, 53, 55  
population requirements  
for, 31, 90  
records, 66-93  
required to be kept  
by, 90-92  
roster, 45, 46  
term of office, 90

## Records

destroyed by fire, 9, 58  
housing, care, and accessibility of, 53-58  
legislation concerning,  
37-40

## Redemption

certificates, 84  
sheriff's, 81, 83  
receipts in (of forfeited property), 65B1  
records, 30

## Registrars of births

and deaths  
accounts with, 64, 273  
fees paid to, 36  
functions of, 36

## Release

of assignments in estates, 138  
deeds, 68, 69  
mortgage, 74, 86  
marginal, 68, 74  
index to, 76

## Relief

See also County home;  
Feeble-minded; Insanity; Juvenile; Old age assistance; Pensions; Poor; Public welfare  
blind, applications for, 10  
emergency, funds, 278  
unemployment, see Emergency above  
work, see Emergency above  
Relinquishment, widows', see Widow

Repair of county buildings,  
contracts for, 13

Replevin bonds, 126

Replications, circuit courts, 189

Reporter, circuit court,  
appointment of, 128

## Resolutions

board of county commissioners, 1, 2, 65A1, 248  
for issuing bonds in school districts, 25

Returns, election, see Election

Revenue book, county, 28

## Review, board of

complaint docket, 260  
county board, ex-officio,  
20, 151  
duties and powers of, 20, 151  
minutes, 259  
proceedings, 258  
records, 258-260

Revolutionary War, 5

Right-of-way dedications,  
13, 68, 70

## Road

See also Bridges; Highway  
appropriations for, 18, 70  
clerk bonds, 62, 65B5  
commissioners' reports  
to county board, 17  
dedications, 13, 68, 70  
districts  
establishment of, 12, 32, 166  
number of, 12, 15  
supervisors  
appointment of, 32, 166  
duties of, 32, 166, 167  
officers, election papers of, 61  
plats, 16  
public, authority over, 32,  
68, 166  
records, 16  
supervision of, 32, 166  
turnpike, authority over, 68  
viewers' reports, 18, 32  
Rockwell, Dennis, 8, 9  
Roe, Isaac Fort, 5  
Roodhouse township, 7  
Rubicon township, 7

Sailors' burial certificates, 42





Saint Clair County, 6

Sale

- bills, 86, 167
- certificates of, 84
  - master 's, 82
  - sheriff's, 81, 83, 248
- of personal property
  - bonds for, 146
  - private, 167, 170, 171
  - public, 167, 170
- of real estate, 167
  - bonds for, 146
  - for debts, decrees and petitions for, 198, 205
- recording of, 91, 115
- of school lands, 295
- tax, see Delinquent under Tax

Sanatorium, see Sanitarium

Sandy Creek, 4

Sangamon County, 4, 6

Sangamon River, 4, 5n

Sanitarium, county tuberculosis

- board of directors
  - appointment of, 177
  - duties and functions, 178
  - reports to county board, 179
  - term of office, 177
- establishment of, 177
  - rules governing, 179
- fund, tax levy for, 177
- location and description,
  - 54, 57
- management of, 177
- orders, register of, 270, 275
- records, 332-338

Schedules, tax, see Tax

School

- buildings, inspection
  - of, 31, 33
- commissioner
  - as agent for sale of
    - school lands, 29, 160
  - appointment of, 29, 160
  - duties and powers, 29, 160
  - election, 29, 161
  - ex-officio superintend-ent of schools, 29, 30, 161
  - reports, 295
    - to county commissioners' court, 68, 160
  - roster of, 51
  - term of office, 161

School (continued)

- county superintendent of
  - accounts of school funds, 294
  - creation of office, 29, 161
  - duties and powers, 30,
    - 33, 161, 162
  - election of, 29n, 30, 161
  - files, 313
  - office, description and location of, 56
  - records kept by, 292-313
    - legislation concern-ing, 38
  - reports to
    - county board, 17, 30, 161
    - state, 161, 308
    - township trustees', 307
  - roster, 51
  - school commissioner early ex-officio, 29, 30, 161
  - term of office, 161
- districts
  - establishment of, legis-lation concerning, 28
  - petitions to change, 25
  - plats of, 25
- examinations, see Pupils
- fund
  - See also Fund
  - derived from school land, 28
- high
  - community and township, organization of, 310
  - report, 311
- information, 25, 65B1
- institute
  - fees, 162, 269, 279, 292
  - fund, see Fund
- lands
  - control of, 68
  - legislation concerning, 28
  - management of, 29
  - sale of, 295
- legislation concerning, 29
- non-high
  - claims for tuition, 298
  - fund, see Fund
  - receipts and expenditures,
    - 296, 297
  - school board, minutes of meetings, 299
- officers, list of, 304



## School (continued)

pupils, see Pupils  
state aid, claims for, 293  
state's inspection of, 30  
supervision of, 18, 28-30,  
160-162  
teachers, see Teachers  
treasurers'  
    accounts of receipts and  
        disbursements, 307  
    bonds, 312  
    trustees, see Trustees  
    tuition for pupils, see Pupils  
Scott County, 4, 6  
Scottsville township, 7  
Selby, Paul, 14  
Selection, widows', see Widow  
Settlement records  
    of estates, see Estates  
    tax, see Tax  
Sewage disposal assess-  
    ments, 109  
Sheep claims, 283  
Sheriff  
    acting as treasurer, 149  
    bonds, 62, 141  
    cash book, 246  
    certificates  
        of foreclosure, 83  
        of indebtedness, 83  
        of levy, 81-83  
        of redemption, 81, 83  
        of sale, 81, 83  
    custodian of courthouse  
        and jail, 33, 142  
    daily record, 247  
    deeds, 68, 71  
    deputy  
        appointment of, 25, 141  
        bonds of, 248  
        compensation of, 141  
    documents, 248  
    duties and powers of, 25,  
        28, 141, 142  
    election of, 25, 141  
    execution docket, 243  
    ex-officio county col-  
        lector, 20, 152  
    office, description and  
        location of, 55  
    records, 243-248  
        to be kept, 142, 143  
    register of prisoners, 245

## Sheriff (continued)

    reports to county board, 17  
    roster of, 47, 48  
    service record, 244  
    term of office, 141  
Sinclair election precinct, 8  
Soldiers  
    burial certificates, 42, 65B2  
    discharge records, 85  
        recording of, 91  
    enlistment records, 58, 85  
    naturalization, 135, 242  
Sparrow bounty certificates, 270  
Special assessments, see  
    Assessments under Tax  
Special elections, see Election  
Specifications for local im-  
    provements, 109  
Springfield, 13  
Stallion certificates  
    register, 90  
    renewal of, 90  
State, see under name of state  
State aid  
    fund, see Fund  
    for schools, claims for, 293  
State auditor's receipts, 248  
State Department of Public  
    Health, see Health  
State Highway Department,  
    succeeded by Department  
        of Public Works and  
        Buildings, 32  
State hospital, superintend-  
    ent of, reports  
        to county board, 17  
State Superintendent of Pub-  
    lic Instruction, 14  
State's attorney  
    appointment and election  
        of, 27, 146  
    bond, 146  
    claims against county, 65A2  
    duties and powers of, 26, 147, 148  
    files, 94, 193, 251  
    office, description and lo-  
        cation, 56  
    orders, record of, 270, 274  
    record, 230  
    report to county board, 17  
    roster, 49  
    salary, 146  
    term of office, 146



- Stillbirths, see Vital statistics
- Stipulations, circuit court, 189, 191
- Stowe, Harriet Beecher, 14
- Street improvements, special assessment for, 109
- Sturtevant, Julian M., 13
- Subpoenas
  - circuit court, 169, 191, 193
  - county court, 94
- Suits in chancery, 191
- Summonses
  - circuit court, 189, 191, 193
  - county court, 94
  - jury, 65C4, 129
- Superintendent
  - county home, see County home
  - of highways, county, see Highway
  - of poor farm, reports to county board, 17
  - of public welfare, county see Public welfare
  - of schools, county, see School
  - of state hospital's reports to county board, 17
- Supervisors, County board of, see Commissioners, County board, of
- Surveyor
  - county
    - appointed by county board, 31, 168, 169
    - duties and powers of, 31, 33, 169
    - election, 31, 169
    - oath, 169
    - office, 53
    - to plat swamp lands, 33
    - record, 169, 314
    - legislation concerning, 38
    - roster of, 52
    - term of office, 169
    - road, reports of, 32
- Surveys of public improvements, 109
- Swamp lands
  - deeds to, issued by drainage commissioners, 33
  - legislation concerning, 33
- Swamp lands (continued)
  - plats, 33
  - sale of, use of funds from, 33
- Swimming pools, control of, 35
- Swinerton, G., 6
- Sydney, village of, 13
- Tavern
  - control of, 35
  - licenses, issuing of, 79
- Tax
  - abatement list, 266
  - abstract of, 252
  - assessments
    - abstracts of, 261-264
    - personal property, 22
    - real estate (lands and lots), 22, 76, 257
  - special
    - drainage
      - files, 315
      - records, 316, 317
    - files, 109
    - index to
      - files, 110
      - records, 112
    - for local improvements, record, 96, 111
    - rolls, 109
  - assessor's books (lists of taxable property), 22, 257
  - collections in county, 12, 20, 21, 77
  - collector's
    - books (lists of taxable property), 27
    - abstract of footings, 27, 29
    - settlement record, 265
  - complaints, 259
  - docket of, 259, 260
  - method of handling, 20, 76
  - corporation, 252
  - deeds, affidavits for, 34, 65B1
  - delinquent
    - forfeiture for, 30
    - judgment, 30, 31
    - sale, redemption, and forfeiture record, 30
  - list, 65B1, 248, 266
  - redemption record, 30
  - sale for, 26, 30-33
  - certificates of, 65B1





Tax (continued)

docket of rates and  
     amounts wanted, 1, 20  
 equalization, 20, 76, 150  
 inheritance, see Inheritance  
 levies, 65B1  
 lists, 65B1  
 motor fuel, see Motor fuel  
 power to regulate and im-  
     pose, 18, 67, 68  
 public health, 34, 35  
 railroad  
     books (lists of tax-  
         able property), 23  
     schedules, 65E, 253  
 rate book, 21  
 receipts  
     collector's, 65F  
     for redemption of per-  
         sonal property, 65B1  
 revenue from, 28  
 sale certificates (can-  
     celled), 65B1  
 schedules  
     railroad, 65E, 253  
     telegraph and tele-  
         phone, 65E, 254  
 settlement, 152, 265  
 summary of, 252  
 telegraph and tele-  
     phone book (lists  
         of taxable proper-  
         ty), 24, 255  
 valuation book, 21  
 wanted, docket of, 1, 20  
 Taxable procedure, 19,  
     20, 76, 77  
 Teachers  
     applications, 301  
     association, proceed-  
         ings, 305  
     certificates, 30, 30n, 303  
     employed, list of, 304  
     examinations, 30, 30n  
     Illinois state - pension  
         and retirement fund, 309  
     permanent record, 302  
 Teball township, 7  
 Telegraph and telephone  
     tax book, see Tax  
 Testamentary trusteeship,  
     record, 162

Thoreau, Henry David, 14

Township  
     in county, 7  
     high schools, organization of, 310  
     officers, see Officers  
     plan of government  
         elections for, 8  
         legislation concerning, 8,  
             17, 66, 98  
     plats of, 16  
     records, 16  
     treasurers, see Treasurer  
     trustees, see Trustees  
 Transcripts  
     coroner's, 229  
     of evidence, 94, 193  
     of judgment for executions, 209  
     justice of the peace, records, 210  
 Treasurer  
     county  
         accounts with county funds, 273  
         appointment of, 19, 154  
         bonds, 62, 155  
         cash book, 269  
         disbursements, register of,  
             268, 269  
         duties and powers of, 19,  
             21, 155  
         election of, 155  
         ex-officio assessor, 19, 149  
         office  
             abolishment of, 154  
             creation of, 154  
             description and location  
                 of, 53, 56  
             term of, 155  
         receipts, register of, 267, 269  
         records, 155, 267-291  
             of county orders, 270, 274  
             of fees received from  
                 county officers, 286  
             legislation concerning, 38  
             reports to county board, 17  
             required to be made, 21  
             roster of, 50, 51  
     drainage district, county  
         treasurer ex-officio, 170  
     sheriff, ex-officio, 154  
     township (school)  
         accounts of receipts and  
             disbursements, 307  
         bonds, 312  
         election of, 161



Truancy, see Juvenile;  
     Probation  
 True bills, see Indictment  
 Trust funds, see Fund  
 Trustee  
     bonds, 126, 232  
     of cemetery associa-  
         tions, reports, 125  
     of estates, papers, 191, 195  
     school  
         appointment of, 29, 29n  
         duties of, 28, 29  
         election of, 28, 29, 161  
         reports, 307  
     supervision of educa-  
         tion, 29, 30  
     testamentary, record, 162  
 Tuberculosis sanitarium,  
     see Sanitarium  
 Turner, Asa, 13  
 United States, map of, 289  
 Unemployment relief, see  
     Emergency under Relief  
 Valuation of property,  
     see Tax  
 Venires, see Jury  
 Verdicts, see Jury  
 Veterans, see Soldiers  
 Veterinarians  
     certificates (licenses),  
         record, 54  
 Village ordinances, 87  
 Vital statistics  
     births  
         See also Accounts  
         certificates, 36  
         index, 35  
         record, 37  
         reporting of, 36, 77  
     burial certificates of  
         soldiers, sailors  
         and marines, 42  
     deaths  
         See also Accounts  
         certificates, 39, 250  
         index, 38  
         record, 40  
         reports required to  
         be made, 36, 77

Vital statistics (continued)  
     marriage  
         licenses, 44  
         applications for, 48  
         record, 45  
         index to, 43  
         register, 46  
         index to, 47  
         reports required to be made, 78  
     registration  
         procedure, 35, 36, 77, 78  
     road district clerk's duties  
         in keeping of, 35, 78  
     stillbirth  
         certificates, 39  
         register, 41  
         index to, 38  
         reports required to be  
         made, 36, 77  
 Votes, see Election  
 Vouchers  
     See also Orders, county;  
         Warrants  
         penal (comploted), 248  
 Wabash Railroad, 13  
 Walnut Creek, 4  
 Warrants  
     anticipation, notations of, 273  
     appraisers', 153, 168  
     for arrest, 193  
     county  
         See also Orders, county;  
         Vouchers  
         register of, 1, 3  
         stubs, 9  
         jury, 4, 270, 271  
         work relief, 278  
     Warranty deeds, 68, 72, 86  
     Waverly election precinct, 8  
     Waverly township, 7  
     Widows' relinquishment and  
         selection record, 169  
         recording of, 115  
 Will  
     See also Administrator; Es-  
         tate; Executor; Pro-  
         bate court  
     annexed, see Administrator  
     original, 65D3, 143  
     not probated, 65D3



Will (continued)

probate of, 141

record, 144

recording of, 115

Willow Creek, 4

Wilson, Charles R., 11

Witness

affidavits, 271

in blind relief

cases, 10

fees, 3, 123, 226

Wolf bounties, 273

Woodson election pre-

cinct, 8

Work relief, see Emer-

gency under Relief

Workhouse, county empowered

to build, 33

Wrights township, 7

Writs

in circuit court, 193

in county court, 94

in dependent children's cases, 103

of execution, 200

habeas corpus, 189, 191

of inquisition for insanity,

100, 106

sheriff's, 248

Yale University, 13

Yates, Richard, 13

York, William, 10





















UNIVERSITY OF ILLINOIS-URBANA

A.352 0773H621

C004

INVENTORY OF THE COUNTY ARCHIVES OF ILLI

69 1939



3 0112 025403962